

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 16, 2015
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Blanket Purchase Order with Champion Solutions Group, Inc.

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Information Technology
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid (No. F-4432-14-JE)
 - 4) Term of Contract
 - a) initial – One time purchase
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – n/a
 - 6) Termination Rights – City may at any time, in its sole discretion, with or without cause, terminate this Agreement by written notice to the Contractor.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide a network servers tape backup system.
 - 9) Other Significant Provisions – All items proposed by the Contractor shall include a warranty covering Services, parts and/or labor for a specified period of time. All goods furnished shall be fully guaranteed by the Contractor against factory defects and Workmanship. At no expense to City, the Contractor shall correct any and all apparent and latent defects that may occur within the manufacturer's standard warranty.
- cc: Wazir Ishmael, City Manager