

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 21, 2016
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Authorizing the issuance of a Purchase Order to SRT Supply for the purchase of replacement optics for pistol rifles

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 – Police
 - 2) Type of Agreement – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4591-16-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 – In the amount of \$56,038.50. (Funding is from Federal Law Enforcement Trust Funds in the amount of \$51,053.50 and the remaining balance of \$4,985.00 is derived from a 2008 JAG Grant).
 - 6) Termination rights – City has right to terminate with or without cause.
 - 7) Indemnity/Insurance Requirements – Vendor shall comply with applicable City requirements.
 - 8) Scope of Services – Vendor will provide City with replacement optics for pistol rifles.
 - 9) City's prior experience with Vendor (if any) – n/a.
 - 10) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager