

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** December 5, 2018

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Purchase Orders with Stingray Chevrolet, Duval Ford, LLC., Alan Jay Chevrolet, Inc., Rechtien International Truck, Inc., and Alan Jay Toyota for the purchase of 36 vehicles.

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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 – Public Works
- 2) Type of Agreement – Purchase Orders
- 3) Method of Procurement (RFP, bid, etc.) – **Florida Sheriff's Association Bid Nos. FSA18-VEL26.0 AND FSA18-VEH16.0.** Section 38.40(C)(5) of the City's Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.
- 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 \$1,616,695.00 (Vehicle costs by Departments are set forth in the Resolution).
- 6) Termination rights – n/a.
- 7) Indemnity/Insurance Requirements – n/a
- 8) Scope of Services – Vendors will provide vehicles as broken-down in the Resolution. There will be a total of 36 vehicles distributed amongst the Police Dept., Dept. of Public Works, Dept. of Parks, Recreation and Cultural Arts, Dept. of Information Technology, and the Parking Division.
- 9) City's prior experience with Vendor – Yes.

**TERM SHEET CONTINUED FOR PURCHASE OF 36 VEHICLES**

10) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D., City Manager