

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 27, 2019
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Blanket Purchase Order with Pace Analytical Services, LLC. for laboratory testing, analysis, and field testing services.

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Public Utilities
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – **Piggyback. Manatee County, Florida Solicitation No. 19-R070458JE.** 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 – 2 years
 - b) renewals (if any) – n/a.
 - c) who exercises option to renew – n/a.
 - 5) Contract Amount – Estimated amount of \$140,000.00
 - 6) Termination Rights – with or without cause
 - 7) Indemnity/Insurance Requirements – yes.
 - 8) Scope of Services – Vendor will provide laboratory testing, analysis, and field sampling services.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager