

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 28, 2025

FROM: Damaris Henlon, Interim City Attorney

SUBJECT: BPA and Contract for Consulting/Professional Services with Pointtech business solutions, LLC D/B/A Onpointe Government Solutions, LLC for professional consultant services, including staff augmentation, in an annual amount not to exceed \$410,000.00.

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

- 1) Department/Division involved – Development Services.
 - 2) Type of Agreement – BPA and Contract for Consulting/Professional Services
 - 3) Method of Procurement (RFP, bid, etc.) – Pursuant to Section 38.41(C)(9) of the City’s Procurement Code, the City Commission may, when in the best interests of the City, by a **5/7ths affirmative vote**, waive competitive bidding and competitive proposal requirements for the purchase of, and contracts for, supplies or services.
 - 4) Term of Contract-
Annual amount up to \$410,000.00 over a one-year period from January 15, 2025, to January 14, 2026, with four optional one-year renewals as follows:
Initial Award Term: 01/15/2025-01/14/2026; First Renewal Period: 01/15/2026-01/14/2027; Second Renewal Period: 01/15/2027-01/14/2028 Third Renewal Period: 01/15/2028-01/14/2029; Fourth Renewal Period 01/15/2029-01/14/2030.
 - 5) Contract Amount – In an amount not to exceed \$410,000.00.
 - 6) Termination rights – Contractor shall comply with applicable City requirements set forth in the purchase order terms and conditions.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements set forth in the purchase order terms and conditions.
 - 8) Scope of Services – Contractor to provide professional consultant services, including staff augmentation.
 - 9) Other significant provisions – n/a
- cc: George R. Keller, Jr. CPPT, City Manager