

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 15, 2024

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

**SUBJECT:** Proposed Blanket Purchase Agreement with Richard Gendler, LLC, Nabors, Giblin, Nickerson, P.A., and Gregg Pessin, P.A. for Special Magistrate Services

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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 – Parking, Police and Code Compliance
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – RFQ
- 4) Term of Contract:
  - a) initial – 3 years
  - b) renewals (if any) – 2 additional 1 year periods
  - c) who exercises option to renew – City
- 5) Contract Amount – estimated annual expenditure of \$102,000.00
- 6) Termination Rights – n/a
- 7) Indemnity/Insurance Requirements – n/a
- 8) Scope of Services – Vendors shall provide special magistrate services
- 9) Other Significant Provisions:

cc: George Keller, Jr., CPPT, City Manager