

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** June 17, 2019
FROM: Douglas R. Gonzales, General Counsel
SUBJECT: Proposed Blanket Purchase Order

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 – CRA
- 2) Type of Agreement – Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4489-16-RL
- 4) Term of Contract:
 - a) initial – Two years
 - b) renewals (if any) – Two additional two year periods
 - c) who exercises option to renew – Mutual agreement of the parties
- 5) Contract Amount – \$171,000.00
- 6) Termination Rights – Either Party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
- 8) Scope of Services – Contractor to supply janitorial services for the new restroom facilities located at Missouri Street and the garage under-construction located at Nevada Street.
- 9) Other Significant Provisions: BPO previous amended to \$134,000.00 via Resolution R-CRA-2018-15

cc: Jorge Camejo, Executive Director for the CRA