CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners **DATE:** March 20, 2023

FROM: Douglas R. Gonzales, General Counsel

SUBJECT: Proposed Blanket Purchase Agreement with AVI-SPL, LLC for audio/visual upgrades in City Hall rooms 219 and 215

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 – Communications, Marketing and Economic Development

2) Type of Agreement – Blanket Purchase Agreement

3) Method of Procurement (RFP, bid, etc.) – Pursuant to Section 38.40(C)(9) of the City's Code of Ordinances, the City Commission may, when in the best interests of the City, by a 5/7 vote, waive competitive bidding and competitive proposal requirements for the purchase of, and contracts for, supplies, materials, equipment or services.

4) Term of Contract:
   a) initial – one year
   b) renewals (if any) – one additional one year period
   c) who exercises option to renew – mutual agreement of the parties

5) Contract Amount – $325,000.00

6) Termination Rights – City, acting through its City Manager or his/her designee, reserves the right to terminate the order in whole or in part for default (a) if Contractor fails to perform in accordance with any of the requirements of the order or (b) If Contractor becomes insolvent or suspends any of its operations or if any petition is filed or proceeding commenced by or against Contractor under any State or Federal Law relating to bankruptcy, reorganization, receivership or assignment for the benefit of creditors. Any such termination will be without liability to City except for completed items delivered and accepted by the City. Contractor, will be liable for excess costs of reprocurement.

7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.

8) Scope of Services – Contractor to provide upgrades to the audio/visual system and network used in recording, broadcast, streaming, and video conferencing.

9) Other Significant Provisions: n/a

cc: Dr. Wazir Ishmael, City Manager