

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 12, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Blanket Purchase Order with Star Cleaning USA, Inc. for Street Sweeping Services

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

- 1) Department/Division involved – Public Works Department
- 2) Type of Agreement – Blanket Purchase Order - (piggyback) FDOT Bid No. E-1K83-R0
- 3) Method of Procurement (RFP, bid, etc.) – 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 – 6/6/2012 through 6/5/2013
 - b) renewals (if any) – yes, for two (2) additional one (1) year terms. This is the final renewal.
 - c) who exercises option to renew – City.
- 5) Contract Amount – \$75,000.00
- 6) Termination rights – Either party may terminate for cause
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City Requirements.
- 8) Scope of Services – City shall utilize pricing established with the Florida Department of Transportation for Street Cleaning Services Bid No. E-6E42-RO which is 25.10 per curb mile.

cc: Cathy Swanson-Rivenbark, City Manager