

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** April 5, 2018

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Order with Unifirst Corporation for Uniform Rentals and Uniform Related Products and Services for all City Departments and Division Offices

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 – Procurement
- 2) Type of Agreement – Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback National Joint Powers Alliance Request for Proposal #062415.** 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 – 5/01/18 through 8/17/19 (this is the remainder of the initial four year term of the contract National Joint Powers Alliance is under).
 - b) renewals (if any) – Yes, 8/18/19 to 8/17/20.
 - c) who exercises option to renew – mutual
- 5) Contract Amount - \$60,000.00
- 6) Termination rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
- 8) Scope of Services – Unifirst Corporation will provide uniform rentals and uniform related products and services for approximately 340 General Employees.

9) City's prior experience with Contractor (if any) – n/a

10) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D., City Manager