

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** May 8, 2024

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

**SUBJECT:** Proposed purchase order to ETR, LLC for the purchase of two 2025 freightliner M2 Plus custom Horton type I advanced life support ambulances for an amount up to \$947,420.00.

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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 – Fire Department
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Florida Sheriff's Association Cooperative Purchasing Program Contract No. FSA23-VEF17.0.** Section 38.41(C)(5) of the City's Procurement Code allows the Chief Procurement Officer to procure, without formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the 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 ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference and such utilization of other governmental entities contracts shall be permitted only during the term of the other governmental entity's contract.
- 4) Term of Contract
  - a) initial – April 1, 2023 through March 31, 2025
  - b) renewals (if any) – Optional renewal for two additional one year periods at the discretion of the Florida Sheriff's Association
  - c) who exercises option to renew – Florida Sheriff's Association
- 5) Contract Amount – In an amount up to \$947,420.00
- 6) Termination rights – FSA/City may terminate for cause after 10 days to cure or without cause upon 30 days notice
- 7) Indemnity/Insurance Requirements – Vendor will comply with applicable City requirements.

TERM SHEET FOR ETR, LLC

- 8) Scope of Services – Vendor will provide two 2025 freightliner M2 Plus custom Horton type I advanced life support ambulances.
- 9) Other significant provisions – n/a

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