

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 22, 2016
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Blanket Purchase Order with Govea Trucking, Inc.

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 Utilities Department
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid Number F-4504-16-RL
 - 4) Term of Contract
 - a) initial – Two years
 - b) renewals (if any) – Two additional two-year periods
 - c) who exercises option to renew – Renewal requires the agreement of both parties.
 - 5) Contract Amount – \$78,645.00
 - 6) Termination rights – Either party may terminate for cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall dispose of catalyst sand and lime sludge from the Municipal Water Treatment Plant.
 - 9) Other significant provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager