

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** May 14, 2015

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Purchase Order with Quantum Measurements

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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 – Public Utilities
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – Section 38.40(C)(3) of the City's Purchasing Ordinance provides that, sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Director determines, after conducting a good faith review of available sources, that the particular supply or service is available from only one source; however, such purchases with an estimated annual cost in excess of \$50,000 require a formal written contract approved by the Commission.
- 4) Term of Contract
  - a) initial – n/a
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – \$40,800.00
- 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 supply 2 Metrix Setpoint Vibration Monitoring Systems and various sensors for Southern Regional Wastewater Treatment Facility influent pumps number 1 and number 5.
- 9) Other Significant Provisions – The Fiscal Year 2015 combined total expenditure for METRIX SETPOINT of the December 2014, purchase of \$19,806.00 and the current request for two (2) METRIX SETPOINT vibration monitoring system and various sensors \$40,800.00 total \$60,606.00.

cc: Wazir Ishmael, City Manager