

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 18, 2023

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Issue a Purchase Order to ETR, LLC for the remounting of a spare Medic Master Type I Advanced Life Support Ambulance onto a spare Advanced Life Support Freightliner Chassis

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 – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Florida Sheriff's Association Bid Number FSA20-VEF14.0.** 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 – n/a
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – In the amount of \$208,022.00.
- 6) Termination rights – n/a
- 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
- 8) Scope of Services – Vendor shall provide the remounting of a spare Medic Master Type I Advanced Life Support Ambulance onto a spare Advanced Life Support Freightliner Chassis.

TERM SHEET FOR ETR, LLC

9) Other significant provisions – n/a

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