

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** April 24, 2023

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Agreement- Odyssey Manufacturing Co., For Design, Maintenance And Repair Services For Chemical Feed Systems

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 – Blanket Purchase Agreement.
- 3) Method of Procurement (Piggyback) – Pursuant to Section 38.41(C)(5) of the 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.
- 4) Term of Contract
 - a) initial – November 14, 2023, through November 13, 2027, for an annual amount of \$300,000.00
 - b) renewals (if any) – one additional five-year renewal
 - c) who exercises option to renew – City
- 5) Contract Amount – an annual amount of \$300,000.00
- 6) Termination rights – City, acting through its City Manager or his/her designee, reserves the right to terminate this order In whole or in part for Servicer/Contractor default.
- 7) Indemnity/Insurance Requirements – Servicer/Contractor shall indemnify, hold harmless and defend City its officers, employees and agents from and against any and all claims, damages, liability, judgments or causes of action, including costs, expenses and attorney fees, incurred as a result of any error, omission or negligent act by the Seller, its officers, employees, agents, subcontractors or assignees arising out of this order.
- 8) Scope of Services – Odyssey Manufacturing Co., will provide Design, Maintenance and Repair Services For Chemical Feed Systems.

9) Other significant provisions – n/a

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