

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** November 24, 2014
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Agreement with Solutionwerks, Inc. for Installation of Superheater

I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Public Utilities
- 2) Type of Agreement – Purchase order
- 3) Method of Procurement (RFP, bid, etc.) – “Emergency” exemption
- 4) Term of Contract
 - a) initial – Work will be completed within 10 working days following the start of work (expected to start 12/10/2014 and end 12/24/2014).
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount - \$149,500 (est.)
- 6) Termination rights – For cause only.
- 7) Indemnity/Insurance Requirements – Developer will provide insurance.
- 8) Scope of Services – Vendor will install superheater at wastewater treatment plant.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – Litigation arising out of this purchase order must be filed in Pennsylvania.

cc: Wazir Ishmael, Interim City Manager