

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: June 22, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Blanket Purchase Order with All Power Generators Corp.

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 Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4450-15-RD
 - 4) Term of Contract
 - a) initial – Two year period
 - b) renewals (if any) – Three additional one year renewal periods
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$54,765.00
 - 6) Termination Rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide a Comprehensive Generator Preventative Maintenance Program for the Department of Public Utilities to include semi-annual mechanical and electrical preventative maintenance services for permanent and auxiliary generators of various sizes and kilowatt ratings.
 - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager