

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 25, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Blanket Purchase Orders renewing Agreement with 6 vendors for Emergency Response and Recovery Services: 1) Arbor Tree & Land, Inc., 2) Ashbritt, Inc., 3) Bergeron Emergency Services, Inc., 4) Ceres Environmental Services, Inc., 5) Crowder Gulf Joint Venture, Inc., and 6) DRC Emergency Services

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 Works
 - 2) Type of Agreement – Blanket Purchase Orders
 - 3) Method of Procurement (RFP, bid, etc.) – RFP No. 4361-13-IS
 - 4) Term of Contract
 - a) initial – One year
 - b) renewals (if any) – Four additional one year periods (This is second renewal period)
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$2,000,000.00 (combined total- each vendor is \$333,333.33)
 - 6) Termination Rights – Either party may terminate with cause. City may terminate without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall include but not be limited to large scale debris removal, separation, staging, and disposal; demolition work, construction and demolition debris removal; hazardous waste handling; tree trimming, erection, stump grinding and removal; marine salvage operations; sand removal from roads, streets, and right-of-ways; beach sand screening and replacement, and emergency berm construction. Contractor shall supply its own emergency housing, power, communications, food, water, ice and other services and supplies as needed during a recovery period.
 - 9) Other Significant Provisions – Contracts shall provide performance/payment bonds for the total amount of the agreement prior to hurricane season.
- cc: Wazir Ishmael, City Manager