

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 22, 2016
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Change Order to Increase Blanket Purchase Order with Nice & Smooth
Landscape Corporation

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 Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid F-4399-14-RD
 - 4) Term of Contract
 - a) initial – Three year period
 - b) renewals (if any) – Two additional two year periods
 - c) who exercises option to renew –
 - 5) Contract Amount – \$145,273.00 (from \$94,150.00) for the remainder of the second year and \$167,728.00 (from \$145,273.00) for the third year of the contract term
 - 6) Termination Rights – Either party may terminate with cause. City can terminate without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide grounds maintenance services including additional services such as debris removal, sod preparation, etc.
 - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager