

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 1, 2018

FROM: Douglas Gonzales, City Attorney

SUBJECT: Authorizing the negotiation and execution of an Agreement with the highest ranked Firm to provide CCTV/ALPR maintenance services throughout the City, including Police Command Vehicles.

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 – Police
 - 2) Type of Agreement – n/a
 - 3) Method of Procurement (RFP, bid, etc.) – RFP No. 4562-17-JE
 - 4) Term of Contract
 - a) initial – three year term
 - b) renewals (if any) – yes, three additional one year terms.
 - c) who exercises option to renew – mutual
 - 5) Contract Amount – Annual estimated amount of \$101,540.00.
 - 6) Termination rights – With or without cause.
 - 7) Indemnity/Insurance Requirements – Vendor shall comply with applicable City requirements.
 - 8) Scope of Services – The highest ranked firm will provide maintenance and repair services to the Police Department’s CCTV/ALPRs throughout the City, including Police Command Vehicles.
 - 9) City’s prior experience with Vendor (if any) – n/a.
 - 10) Other significant provisions – n/a
- cc: Wazir A.Ishmael, Ph.D., City Manager