

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 1, 2018
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Agreement with Protec Fuel Management, LLC for Supply of E-85 Fuel

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 Works
- 2) Type of Agreement – Revised Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption
- 4) Term of Contract
 - a) initial – 1/1/2017 – 12/31/2021
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – \$535,000/yr. (est.)
- 6) Termination rights – City can terminate without cause but would have to reimburse Vendor for a pro-rated portion of the cost incurred by Vendor when it retrofitted City’s central fueling facility.
- 7) Indemnity/Insurance Requirements – Vendor indemnifies City and provides insurance.
- 8) Scope of Services – Vendor will provide increased amounts of E-85 fuel as needed by City.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

cc: Wazir A. Ishmael, Ph.D., City Manager