

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** March 26, 2018

FROM: Douglas R. Gonzales, CRA General Counsel

SUBJECT: Proposed Blanket Purchase Order with EDJ Service, Inc. – First Renewal

I have reviewed the above Agreement for form and legality. The general business terms are as follows:

- 1) Department/Division Involved – CRA
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4495-16-RL
 - 4) Term of Contract
 - a) initial – Two year period
 - b) renewals (if any) – Two additional two-year periods (this is first renewal period)
 - c) who exercises option to renew – CRA
 - 5) Contract Amount – \$71, 000.00 annually
 - 6) Termination Rights – Either party may terminate for cause.
 - 7) Indemnity/Insurance Requirements – Applicant shall comply with CRA requirements.
 - 8) Scope of Services – Contractor shall provide tree trimming services on Hollywood Beach between A1A to the Boardwalk and from Tyler Street to Cleveland Street.
 - 9) Other Significant Provisions – n/a
- cc: Jorge Camejo, CRA Executive Director