CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners **DATE:** November 19, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Purchase Orders with Duval Ford, LLC and Coggin Ford, LLC for the purchase of vehicles for Fire Rescue and Beach Safety

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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 – Fire Department

2) Type of Agreement – Purchase Orders

3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Florida Sheriff's Association RFP Number FSA19-VEL27.0.** Section 38.40(C)(5) of the City's Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.

4) Term of Contract
   a) initial – October 1, 2019 through September 30, 2020
   b) renewals – N/A
   c) who exercises option to renew – N/A

5) Contract Amount – $229,667.00

6) Termination rights – N/A

7) Indemnity/Insurance Requirements – N/A

8) Scope of Services – Purchase of vehicles

TERM SHEET FOR DUVAL FORD, LLC AND COGGIN FORD, LLC

9) City's prior experience with Contractor (if any) – City has previously purchased vehicles from Contractor

10) Other significant provisions – N/A

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