

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 11, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Purchase Orders with Municipal Equipment Company, LLC for Self-Contained Breathing Apparatus

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 Lake County Bid Number 17-0606H.** 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 – July 1, 2017 through June 30, 2020
 - b) renewals – N/A
 - c) who exercises option to renew – N/A
- 5) Contract Amount – \$856,101.81
- 6) Termination rights – N/A
- 7) Indemnity/Insurance Requirements – N/A
- 8) Scope of Services – Purchase of self-contained breathing apparatus

TERM SHEET FOR MUNICIPAL EQUIPMENT COMPANY, LLC

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

10) Other significant provisions – N/A

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