

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 24, 2020

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Blanket Purchase Order with Allied Universal Corporation to renew the initial Blanket Purchase Order B0030704 for the delivery of sodium hypochlorite.

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I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Public Utilities
  - 2) Type of Agreement – Second Renewal of initial Blanket Purchase Order and issuance of a Blanket Purchase Order for this renewal.
  - 3) Method of Procurement (RFP, bid, etc.) – **Initial Blanket Purchase Order (“BPO”) was based upon City of Fort Lauderdale’s Cooperative Bid. City of Hollywood Commission approved Initial BPO pursuant to Resolution No. R-2017-346 and approved first renewal pursuant to Resolution No. 2019-234.**
  - 4) Term of Contract:
    - a) initial – two years.
    - b) renewals (if any) – two additional one year periods. **This is the second renewal.**
    - c) who exercises option to renew – mutual.
  - 5) Contract Amount – In the estimated annual amount of \$250,000.00.
  - 6) Termination Rights – Either party may terminate for cause.
  - 7) Indemnity/Insurance Requirements – Yes.
  - 8) Scope of Services – Allied Universal will provide weekly deliveries of sodium hypochlorite to the Water Treatment Plant.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager