

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 7, 2019
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Agreement with Van Scoyoc Associates for Federal Lobbying Services

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 – Civic Affairs
- 2) Type of Agreement – Agreement for federal lobbying services
- 3) Method of Procurement (RFP, bid, etc.) – RFP
- 4) Term of Contract:
 - a) initial – 3 yrs.
 - b) renewals (if any) – Two one-yr. renewals
 - c) who exercises option to renew – Renewal requires approval of both parties.
- 5) Contract Amount – \$6,000/mth.
- 6) Termination Rights – City can terminate without cause.
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Vendor will provide federal lobbying services to City.
- 9) Other Significant Provisions: None.

cc: Dr. Wazir Ishmael, City Manager