

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** October 1, 2014

**FROM:** Jeffrey P. Sheffel  
City Attorney

**SUBJECT:** Proposed Miscellaneous Appropriation Agreement with The Hollywood Art and Culture Center, Inc. ('ACC') for the provision of cultural services.

---

I have reviewed the above captioned agreement for form and legality. The general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Parks, Recreation and Cultural Arts
- 2) Type of Agreement - Miscellaneous Appropriations Agreement
- 3) Method of Procurement (RFP, bid, etc.) - n/a
- 4) Term of Contract
  - a) initial – one (1) year
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount - \$100,000.00.
- 6) Termination rights - a) If City Commission finds that recipient has violated the agreement, the recipient shall return all funds paid within 15 days of demand; and b) Either party may cancel with or without cause upon 30 days prior written notice.
- 7) Indemnity/Insurance Requirements – ACC indemnifies.
- 8) Scope of Services – ACC will provide cultural services through its visual and performing arts and education program.
- 9) City's prior experience with Vendor (if any) - The Hollywood Art & Culture Center, Inc. has been the recipient of said funds in prior years.
- 10) Other significant provisions - a) Any residual funds remaining at the end of the Agreement will be returned to the City no later than 90 days from the aforesaid closing period; and b) Recipient is subject to audit and must submit a grant audit report.

cc: Cathy Swanson-Rivenbark, City Manager

9-S:\KTERMS.DOC 10/8/2014 7:44:00 AM