

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** December 28, 2017

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

**SUBJECT:** Proposed Agreement with AFSCME (Professional Employees) for MOU  
Providing Changes to Health Group Benefits Plan

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

- 1) Department/Office involved – Human Resources
- 2) Type of Agreement – Memorandum of Understanding
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
  - a) initial – 10/1/2015 – 9/30/2018
  - b) renewals (if any) –
  - c) who exercises option to renew –
- 5) Contract Amount – This MOU will have little impact on the contract amount.
- 6) Termination rights – None.
- 7) Indemnity/Insurance Requirements – None.
- 8) Scope of Services – This MOU details the 2 group health coverage plans, differentiates between health reimbursement accounts and flexible spending accounts, reflects the availability of supplemental group vision insurance, further defines the role of the health insurance committee, and reflects benefit changes for part-time employees.
- 9) City's prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

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