

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** May 30, 2019  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Proposed Agreement with Comcast Commercial Services, LLC for Operation and Maintenance of the City's Institutional Network (I-Net)

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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 – Information Technology
- 2) Type of Agreement – First Amendment to Master Services Agreement
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption
- 4) Term of Contract:
  - a) initial – 5 yrs.
  - b) renewals (if any) –
  - c) who exercises option to renew –
- 5) Contract Amount – Total estimated amount of \$2,000,000
- 6) Termination Rights – City can terminate without cause by not appropriating funds for the agreement in an annual budget.
- 7) Indemnity/Insurance Requirements – Each party will indemnify the other.
- 8) Scope of Services –Vendor will operate and maintain the City's I-Net at more favorable rates, with the capacity for future capital projects.
- 9) Other Significant Provisions:

cc: Dr. Wazir Ishmael, City Manager