

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 6, 2024

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Memorandum of Understanding with Friends of Hollywood, Florida, Inc.

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 – Parks, Recreation and Cultural Arts
- 2) Type of Agreement – Memorandum of Understanding (MOU)
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract:
 - a) initial – n/a
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – n/a
- 6) Termination Rights – The MOU may be terminated by either party, for any reason, by giving 30 days written notice.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall act as Community Based Non-Profit Organization for the purposes of the grant application and be responsible for assisting the City with community outreach and engagement activities related to the Sunset Park Project.
- 9) Other Significant Provisions: n/a

cc: George R. Keller, Jr. CPPT, City Manager