

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 19, 2025

FROM: Damaris Y. Henlon, City Attorney

SUBJECT: Change Order to Blanket Purchase Agreement with Law Enforcement Psychological & Counseling Associates, Inc. For Psychological 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 – Police
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – N/A
- 4) Term of Contract:
 - a) initial – 2 years
 - b) renewals (if any) – 2 additional 2 year terms
 - c) who exercises option to renew – City
- 5) Contract Amount – \$433,000.00
- 6) Termination Rights – N/A
- 7) Indemnity/Insurance Requirements – Vendor to comply with City’s terms and conditions.
- 8) Scope of Services – Psychological Services, including pre-employment screenings and critical incident debriefings.
- 9) Other Significant Provisions:

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