

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                   **DATE:** September 25, 2019  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Agreement with Superior LLC for Maintenance & Support of Police  
Law Records Management System

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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 – Maintenance Agreement
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption
- 4) Term of Contract:
  - a) initial – 1 yr.
  - b) renewals (if any) – Indefinite number of 1-yr. renewals
  - c) who exercises option to renew – Renewals are automatic, but in any year, the City can end renewal by issuing a notice of non-renewal.
- 5) Contract Amount – Estimated total expenditure of \$600,000 over 4 yrs.
- 6) Termination Rights – For cause only.
- 7) Indemnity/Insurance Requirements – Each party will indemnify the other.
- 8) Scope of Services – Vendor will provide maintenance and support of the police law records management system...
- 9) Other Significant Provisions: None

cc: Dr. Wazir Ishmael, City Manager