

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** October 20, 2025

FROM: Damaris Y. Henlon, City Attorney

SUBJECT: Agreement with Park Mobile LLC for a mobile parking payment system application

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Parking Department
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – **Software/Hardware exception.** Section 38.41(C)(11)(a) of the City’s Purchasing Ordinance allows for the purchase of contractual services not subject to competitive procurement requirements such as software and hardware subscriptions, licensing, and maintenance with the company from which the software and hardware was purchased, as set forth in Sections 38.43 or 38.44, or its authorized representative.
- 4) Term of Contract
 - a) initial – 3 years
 - b) renewals (if any) – automatic renewals for 2 additional 2 year periods
 - c) who exercises option to renew – automatic
- 5) Contract Amount – In an amount not to exceed \$1,530,000.00
- 6) Termination rights – Either party may terminate for cause or convenience.
- 7) Indemnity/Insurance Requirements – Vendor shall comply with City’s terms and conditions.
- 8) Scope of Services – Vendor will provide a mobile parking payment system application

TERM SHEET FOR PARK MOBILE, LLC

9) Other significant provisions – n/a

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