

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** September 4, 2014
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Parking Lease Agreement with Discovery Kids Learning, Inc.

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
 - 2) Type of Agreement – Parking Lease Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – n/a
 - 4) Term of Contract
 - a) initial – Three years
 - b) renewals (if any) – One additional two-year period
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$900.00 annual amount (\$25.00 per month, per space for 3 parking spaces)
 - 6) Termination Rights – Either party may terminate with or without cause upon thirty (30) days written notice.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall lease three parking spaces for a three year period for employee/customer parking.
 - 9) Other Significant Provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager