

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: October 25, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Host Compliance, LLC for Identification of Vacation Rentals

I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Civic Affairs
- 2) Type of Agreement – Services Agreement
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
 - a) initial – 1 yr.
 - b) renewals (if any) – unlimited number of 1-yr. renewals
 - c) who exercises option to renew – Either party can notify the other, not later than 45 days prior to the end of the then current term, of its intention not to renew.
- 5) Contract Amount – First yr. fee will be \$20,408. In subsequent years, the per unit pricing will change based on increases in the Consumer Price Index (but not less than 5% per yr.), and the fee will also change if the number of vacation rental listings changes.
- 6) Termination rights – Vendor can terminate without cause, effective immediately. During the trial period (generally, the first 6 mths.), City can terminate without cause, effective immediately.
- 7) Indemnity/Insurance Requirements – Each party will indemnify the other.
- 8) Scope of Services – Vendor will identify vacation rentals in the City.
- 9) City's prior experience with Vendor – None.
- 10) Other significant provisions – None.

cc: Wazir A. Ishmael, Ph.D., City Manager