

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: August 17, 2015

FROM: Jeffrey P. Sheffel
City Attorney

SUBJECT: Proposed Agreement with Bryant Miller Olive P.A. for Legal Services

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

- 1) Department/Office involved – City Attorney's Office
- 2) Type of Agreement – Agreement for legal services
- 3) Method of Procurement (RFP, bid, etc.) – "Professional services" exemption
- 4) Term of Contract
 - a) initial – Vendor will provide legal services for FY 2015.
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – Not to exceed \$100,000.
- 6) Termination rights – City can terminate without cause.
- 7) Indemnity/Insurance Requirements – None.
- 8) Scope of Services – Vendor will provide legal services on Bien and 13th Check matters.
- 9) Other significant provisions - None.

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