

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** August 104, 2015

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Agreement with Dept. of Highway Safety & Motor Vehicles ("DHSMV") for Electronic Access to Vehicle Owner Information for Unpaid Parking Citations

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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 – Parking and Intergovernmental Affairs
- 2) Type of Agreement – Memorandum of Understanding
- 3) Method of Procurement (RFP, bid, etc.) – N/A
- 4) Term of Contract
  - a) initial – 3 yrs
  - b) renewals (if any) –
  - c) who exercises option to renew –
- 5) Contract Amount – \$0.00
- 6) Termination rights – City can terminate without cause by giving 30 days' notice.
- 7) Indemnity/Insurance Requirements – City will indemnify Department of Highway Safety and Motor Vehicles.
- 8) Scope of Services – DHSMV will provide electronic access to vehicle owner information for unpaid parking citations.
- 9) Other significant provisions – None.

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