

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 29, 2016  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Lease Agreement with KIP America Inc.

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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 – Development Services
  - 2) Type of Agreement – Lease Agreement
  - 3) Method of Procurement (RFP, bid, etc.) – n/a
  - 4) Term of Contract
    - a) initial – Sixty months
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$5,097.12
  - 6) Termination Rights – Either party may terminate with cause.
  - 7) Indemnity/Insurance Requirements – To the extent not prohibited by applicable law, the City agrees to reimburse, and if requested defend Contractor for any claims, actions or suits that are made against Contractor as a result of the City's actions, inactions, negligence or willful misconduct.
  - 8) Scope of Services – Contractor to supply 1 KIP 7170 Multifunction Copier System.
  - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager