

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** May 3, 2018

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Agreement with Life Scan Wellness Centers for Annual Health Screening Physicals

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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 – Human Resources
- 2) Type of Agreement – Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption
- 4) Term of Contract
  - a) initial – One year.
  - b) renewals (if any) –
  - c) who exercises option to renew –
- 5) Contract Amount – \$88,160 (est.)
- 6) Termination rights – For cause only
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Vendor will provide annual health screening physicals for firefighters.
- 9) City’s prior experience with Vendor – Yes
- 10) Other significant provisions – Vendor will offer the services to other City employees with all costs to be paid by the employee.

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