

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** October 4, 2016  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Miscellaneous Appropriations Agreement with the Hollywood Art and Culture Center, Inc. ("ACC") for the provision of cultural services

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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 – Parks, Recreation and Cultural Arts
  - 2) Type of Agreement – Miscellaneous Appropriations Agreement
  - 3) Method of Procurement (RFP, bid, etc.) – n/a
  - 4) Term of Contract
    - a) initial – One year
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$100,000.00
  - 6) Termination Rights – a) If the City Commission find that recipient has violated the Agreement, the recipient shall return all funds paid within 15 days of demand  
b) Either party may terminate with or without cause upon thirty (30) days written notice.
  - 7) Indemnity/Insurance Requirements – ACC shall comply with applicable City requirements.
  - 8) Scope of Services – ACC will provide cultural services through its visual and performing arts and education program.
  - 9) Other Significant Provisions – a) Any residual funds remaining at the end of the Agreement will be returned to the City no later than 90 days from the aforesaid closing period; b) ACC is subject to audit and must submit a grant audit report
- cc: Dr. Wazir Ishmael, City Manager