

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** October 3, 2018

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

**SUBJECT:** Proposed Agreement with MD Now Medical Centers, Inc. for Occupational Health Services

---

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.) – RFP
- 4) Term of Contract
  - a) initial – 1 yr.
  - b) renewals (if any) – Two 1-yr. renewals.
  - c) who exercises option to renew – City (the options have already been exercised and the City Manager has agreed to one 90-day extension. Only the City Commission can agree to a further extension. This is another 90-day extension.)
- 5) Contract Amount – \$80,000/yr. (est.). The estimated amount of this extension is \$20,000.
- 6) Termination rights – City can terminate effective immediately without cause.
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Vendor provides various occupational health services, including pre-employment physicals for certain job candidates, yearly physicals for certain employees, and vaccinations, treatment and screenings for infectious diseases for certain employees.
- 9) City's prior experience with Vendor – None.
- 10) Other significant provisions – None.

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