

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 18, 2023
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Agreement with PM AM Corporation for Alarm Billing and Collection Services (Piggyback)

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Finance
 - 2) Type of Agreement – Services Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – Piggyback
 - 4) Term of Contract:
 - a) Underlying Agreement– expires June 2, 2024
 - b) renewals – option to renew for one additional three-year period
 - c) who exercises option to renew – Parties to Underlying Agreement
 - 5) Contract Amount: Services will be provided for a fee of 20% of billing collections and the costs associated with mailing and payment processing
 - 6) Termination Rights – City may terminate for convenience upon 30 days' written notice to Contractor, or terminate for cause
 - 7) Indemnity/Insurance Requirements – Contractor indemnifies City
 - 8) Scope of Services: False alarm billing and collection to promote proper use of alarm systems and reduce or eliminate dispatch requests for false alarms
 - 9) Other Significant Provisions: n/a
- cc: George Keller, City Manager