

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: December 28, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Ballard Partners and Sayfie Law Firm to Substitute Ballard Partners for Sayfie Law Firm as Provider of State and Local Lobbying 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 – Civic Affairs
- 2) Type of Agreement – Novation Agreement
- 3) Method of Procurement (RFP, bid, etc.) – RFP for original agreement; “professional services” exemption for new agreement.
- 4) Term of Contract
 - a) initial – 3 yrs. commencing 10/1/2014
 - b) renewals (if any) – Two 1-yr. renewal terms.
 - c) who exercises option to renew – Renewal requires the approval of both parties.
- 5) Contract Amount – \$48,000 per year.
- 6) Termination rights – The city can terminate without cause by giving 30 days’ notice.
- 7) Indemnity/Insurance Requirements – Vendor indemnifies City and provides insurance.
- 8) Scope of Services – Vendor provides state and/or local lobbying services to the City.
- 9) Other significant provisions – Ballard Partners will replace Sayfie Law Firm as the provider of state and local lobbying services under the agreement, although Justin Sayfie, the managing partner of Ballard Partners’ new Fort Lauderdale office, will continue to provide the lobbying services required under the agreement. Although Ballard Partners will replace Sayfie Law Firm, Sayfie Law Firm will guarantee performance of the required lobbying services under the agreement.

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