

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: July 2, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Sunshine After School Child Care, Inc.

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 – Contract
 - 3) Method of Procurement (RFP, bid, etc.) – RFP 4267-11-JE
 - 4) Term of Contract
 - a) initial – Three years
 - b) renewals (if any) – Two additional one-year periods (This is first renewal period)
 - c) who exercises option to renew – City
 - 5) Contract Amount – Contractor shall pay 25% of gross receipts from summer camp programs and 5% gross receipts from after school programs and will be responsible for all operating costs.
 - 6) Termination Rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall operate after school and summer camp program services at City recreation facilities.
 - 9) Other Significant Provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager