

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 7, 2015

**FROM:** Jeffrey P. Sheffel  
City Attorney

**SUBJECT:** Proposed Agreements with Certain Community-Based Organizations Providing Services to Hollywood Residents

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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 – Financial Services
- 2) Type of Agreements – 15 Miscellaneous Appropriations Agreements
- 3) Method of Procurement (RFP, bid, etc.) – N/A
- 4) Term of Contract
  - a) initial – From date of execution to 9/30/15.
  - b) renewals (if any) -
  - c) who exercises option to renew -
- 5) Contract Amount – The agreements total \$177,000.
- 6) Termination rights – Either party can terminate without cause by giving 30 days' notice.
- 7) Indemnity/Insurance Requirements – The grant recipient will indemnify the City.
- 8) Scope of Services – Each grantee will operate the program or activity described in its agreement.
- 9) City's prior experience with Vendor (if any) – Yes.
- 10) Other significant provisions – None.

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