

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 9, 2023

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

**SUBJECT:** Execute an Agreement with Limousines of South Florida, Inc. for Community Shuttle Operations and Maintenance Services in an estimated annual amount of \$979,580.00.

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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 – Development Services
- 2) Type of Agreement – Professional Services Contract
- 3) Method of Procurement (RFP, bid, etc.) – RFP. Section 38.43 of the Procurement Code states that when the estimated annual cost of goods, supplies, materials, equipment, or services exceeds \$50,000, a formal solicitation process shall be completed that may result in a written contract(s) and/or purchase order(s), after due public notice inviting bids or proposals.
- 4) Term of Contract:
  - a) initial – three-year term
  - b) renewals (if any) – two additional one-year periods
  - c) who exercises option to renew – n/a
- 5) Contract Amount – \$979,580.00
- 6) Termination Rights – The City shall have the right at any time to terminate further performance of the Contract, in whole or in part, for any reason whatsoever (including no reason) by providing written notice 120-days prior to termination.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall provide Community Shuttle Operations and Maintenance Services.
- 9) Other Significant Provisions: None

cc: George R. Keller, Jr. CPPT, City Manager