

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: August 31, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Various Insurance Companies for Various Types of Insurance Coverage

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 – Labor Relations
- 2) Type of Agreement – Insurance policies.
- 3) Method of Procurement (RFP, bid, etc.) – "Insurance" exemption.
- 4) Term of Contract
 - a) initial – One yr.
 - b) renewals (if any) -
 - c) who exercises option to renew -
- 5) Contract Amount – \$753,260 (not-to-exceed)
- 6) Termination rights – City can cancel without cause.
- 7) Indemnity/Insurance Requirements – These are insurance policies.
- 8) Scope of Services – Vendors will provide excess liability/workers' compensation insurance, statutory accidental death and dismemberment insurance, crime insurance and flood insurance for the City and fiduciary liability insurance for the general employees retirement fund.
- 9) City's prior experience with Vendor (if any) – The City has had prior experience with some of the insurance companies.
- 10) Other significant provisions – The cyber liability coverage has been increased from \$1,000,000 to \$2,000,000. Computer and funds transfer fraud coverage has been added to the crime insurance. The fiduciary liability coverage for the general employees retirement fund has been increased from \$1,000,000 to \$3,000,000, the deductible has been increased from \$25,000 to \$100,000, and the premium has increased by approximately \$50,000.

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