

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 9, 2015  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Agreement with The Cormac Group for Federal Lobbying Services

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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 – Civic Affairs
- 2) Type of Agreement – Agreement for lobbying services
- 3) Method of Procurement (RFP, bid, etc.) – RFP
- 4) Term of Contract
  - a) initial – One year
  - b) renewals (if any) – This is the first of an unlimited number of 1-yr. renewal periods.
  - c) who exercises option to renew – The City
- 5) Contract Amount – \$72,000
- 6) Termination rights – The City can terminate without cause by giving 30 days' notice.
- 7) Indemnity/Insurance Requirements – None
- 8) Scope of Services – Vendor will provide federal lobbying services.
- 9) Other significant provisions – None.

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