## CITY OF HOLLYWOOD INTEROFFICE MEMORANDUM

TO:	Mayor and Commissioners	DATE:	January 17, 2018
FROM:	Douglas R. Gonzales City Attorney		
SUBJECT:	Proposed Agreement with Hartford Insurance Company of the Midwest for Flood Insurance for Charnow Building and Fire Station #40		

I have discussed the above Agreement with the participating Department/Office, and the general business terms and other significant provisions which are proposed are as follows:

1) Department/Office involved - Risk Management

2) Type of Agreement – Insurance policy

3) Method of Procurement (RFP, bid, etc.) – "Insurance" exemption

- 4) Term of Contract
  - a) initial 1 yr.
  - b) renewals (if any) -
  - c) who exercises option to renew -

5) Contract Amount – Not to exceed \$27,136.00.

6) Termination rights – City can terminate only in accordance with the rules and regulations of the National Flood Insurance Program.

7) Indemnity/Insurance Requirements – This is an insurance policy.

8) Scope of Services – Vendor will provide flood insurance for Charnow Building and Fire Station #40.

9) Other significant provisions - None.

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