

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** October 15, 2018

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Agreement with Weiss Serota Helfman Cole & Bierman, P.L. for Legal Services in the Area of Labor and Employment Law

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 – City Attorney’s Office
- 2) Type of Agreement – Contract for Consulting/Professional Services
- 3) Method of Procurement (RFP, bid, etc.) – “Professional services” exemption
- 4) Term of Contract
 - a) initial – 10/1/2018-9/30/2019
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – Not to exceed \$75,000.
- 6) Termination rights – City can terminate without cause effective immediately.
- 7) Indemnity/Insurance Requirements – Vendor indemnifies City and provides insurance.
- 8) Scope of Services – Vendor will provide legal services in labor and employment matters.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

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