CITY OF HOLLYWOOD INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners DATE: 6/18/2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Agreement with Life Scan Wellness Centers for Annual Health

Screening Physicals

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 Human Resources
- 2) Type of Agreement Agreement for health screening services
- Method of Procurement (RFP, bid, etc.) RFP
- 4) Term of Contract:
 - a) initial 3 yrs.
 - b) renewals (if any) Two one-yr, renewals
- c) who exercises option to renew Renewal requires approval of both parties
- 5) Contract Amount Not to exceed 110% of \$450,000
- 6) Termination Rights City can terminate without cause by giving 30 days' notice.
- 7) Indemnity/Insurance Requirements Vendor will indemnify City and provide insurance.
- 8) Scope of Services Vendor will provide annual health screening physicals.
- 9) Other Significant Provisions: None.