

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** October 30, 2019

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Agreement with Albion Staffing Solutions, Tampa Service Co.,  
d/b/a Pacesetter Personnel Services, and Alpha 1 Staffing for  
Temporary Employment Services

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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 & Risk Management
- 2) Type of Agreement – Extension of Blanket Purchase Orders
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption
- 4) Term of Contract:
  - a) initial – 6 mths.
  - b) renewals (if any) –
  - c) who exercises option to renew –
- 5) Contract Amount – \$150,000 (total estimate for all three vendors)
- 6) Termination Rights – For cause only...
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Vendor will provide temporary employment services.
- 9) Other Significant Provisions: None

cc: Dr. Wazir Ishmael, City Manager