

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** March 11, 2020  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Proposed Sponsor Site Summer and Aftercare Food Service Program Agreements

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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 – Parks, Recreation & Cultural Arts
  - 2) Type of Agreement – Sponsor Site Agreements
  - 3) Method of Procurement (RFP, bid, etc.) – Pursuant to Section 38.40(C)(8) of the City's Code of Ordinances, the City Commission may, when in the best interests of the City, by a 5/7 vote, waive competitive bidding and competitive proposal requirements for the purchase of, and contracts for, supplies or services.
  - 4) Term of Contract:
    - a) initial – One year term
    - b) renewals (if any) – Four one year renewals
    - c) who exercises option to renew – Mutual agreement of the parties
  - 5) Contract Amount – No cost to City
  - 6) Termination Rights – Either party may terminate without cause upon no less than 30 days written notice, unless a lesser time is mutually agreed upon in writing by the parties. In the event funds to finance the agreement become unavailable and the Florida Department of Health terminates the Flipany's contract, Flipany may terminate this agreement upon no less than 24 hours notice.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide food services for summer and aftercare programs of the City.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager