

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 27, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Agreement with Hartford Fire Insurance Company for Flood Insurance Coverage

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 – Human Resources/Risk Management
- 2) Type of Agreement – Insurance policies.
- 3) Method of Procurement (RFP, bid, etc.) – "Insurance" exemption.
- 4) Term of Contract
 - a) initial – One yr.
 - b) renewals (if any) -
 - c) who exercises option to renew -
- 5) Contract Amount – \$58,601 (not-to-exceed).
- 6) Termination rights – City can cancel in accordance with requirements of National Flood Insurance Program.
- 7) Indemnity/Insurance Requirements – These are insurance policies.
- 8) Scope of Services – Vendors will provide flood insurance policies.
- 9) City's prior experience with Vendor (if any) – Yes.
- 10) Other significant provisions – None.

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