

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: 06/16/2026

FROM: Damaris Y. Henlon, City Attorney

SUBJECT: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE APPLICABLE DOCUMENTS WITH LAW ENFORCEMENT PSYCHOLOGICAL & COUNSELING ASSOCIATES, INC. FOR PSYCHOLOGICAL & TRAINING SERVICES IN AN ANNUAL AMOUNT UP TO \$285,520.00 OVER A THREE-YEAR PERIOD IN ACCORDANCE WITH SECTION 38.41(C)(9) OF THE PROCUREMENT CODE (BEST INTEREST).

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 – Police/Public Safety
- 2) Type of Agreement – Contract, BPA
- 3) Method of Procurement (RFP, bid, etc.) – Contract was previously approved under Memo NO. PR-20-265 and expended via Resolution R-2025-302. Current method would be pursuant to Section 38.40(C)(9) 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, materials, equipment or services.
- 4) Term of Contract:
 - a) initial – 3 years
 - b) renewals (if any) – N/A
 - c) who exercises option to renew – N/A
- 5) Contract Amount – Up to \$285,520.00 annually over three years
- 6) Termination Rights –
Consultant 30 days with written notice.
City- any time with or without cause upon written notice

- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Pre-employment screening, critical incident debriefings, specialized counseling and wellness services to Public Safety personnel.
- 9) Other Significant Provisions: n/a

cc: Raelin Storey, City Manager