

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 20, 2023

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Agreement with Russell Life Skills and Reading Foundation, Inc. d/b/a Russell Education Foundation

I have reviewed the above referenced Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Parks, Recreation and Cultural Arts
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – RFP-008-23-GJ
- 4) Term of Contract:
 - a) initial – April 4, 2023 to April 3, 2026
 - b) renewals (if any) – April 4, 2026 to April 3, 2027
 - c) who exercises option to renew – Mutual agreement of the parties
- 5) Contract Amount – \$112,400.00 annually
- 6) Termination Rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall provide tutoring services for four of our after-school programs located at Washington Park, Dr. Martin Luther King Jr. Park, Kay Gaither, and McNicol Community Center utilizing Children Services Council Maximizing Out of School Time grant funding.
- 9) Other Significant Provisions: n/a

cc: George R. Keller, Jr. CPPT, City Manager