

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 8, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Broward Education Foundation, Inc. (Foundation) to coordinate, facilitate and implement the City's Achieving in Excellence Program.

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 – Community & Economic Development
- 2) Type of Agreement – n/a
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
 - a) initial – From date of execution to September 30, 2017
 - b) renewals (if any) – Yes, two (2) additional one (1) year terms.
 - c) who exercises option to renew –mutual
- 5) Contract Amount – The City shall provide funding to the Foundation in the amount of \$20,000.00, to be allocated and distributed for the purposes of the City's program for Fiscal Year 2014.
- 6) Termination rights – Either party can terminate without cause by giving 30 days' notice.
- 7) Indemnity/Insurance Requirements – .n/a
- 8) Scope of Services – The Foundation shall be responsible for facilitating and implementing the City's Achieving in Excellence Program which includes the disbursement of the City's grant funding.
- 9) City's prior experience with Vendor (if any) – no.
- 10) Other significant provisions – (a) The City's funding is not supplemental to the Foundation's own grant program and the City's program shall not replace the Foundation's own grant program. The Foundation shall not reduce its current level of funding provided by it to Hollywood schools, or those serving Hollywood students by reason of the grant provided by the City; (b) The Foundation is subject to City audits.

cc: Cathy Swanson-Rivenbark, City Manager