

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 19, 2016  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Acceptance of the 2017 Children's Services Council (CSC) MOST Grant (Renewal) and execution of Agreement among CSC, City and Hollywood Art and Culture Center

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I have discussed the above 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 – Grant Agreement Renewal
  - 3) Method of Procurement (RFP, bid, etc.) – Grant Application (pursuant to Resolution No. 2011-124).
  - 4) Term of Contract
    - a) initial – One year. **(Term for renewal is October 1, 2016 through August 31, 2017).**
    - b) renewals (if any) – Four additional one year periods. **(this is the final renewal).**
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$493,722.00 payable to City with required 0.5% matching funds equaling \$28,032.00.
  - 6) Termination rights – Contract may be terminated without cause by CSC upon no less than 45 days written notice. CSC may also terminate within 24 hours by written notice if funding is unavailable, or for cause.
  - 7) Indemnity/Insurance Requirements – City and HACC shall comply with applicable indemnification and insurance requirements.
  - 8) Scope of Services – Grant shall fund Youth Summer Camps and After School Programming at City Community Centers.
  - 9) Other significant provisions – There is an independent fiscal agent agreement with the Hollywood Art and Cultural Center (HACC) which was required by CSC. As part of that agreement HACC will receive \$22,913.00.
- cc: Wazir A. Ishmael, Ph.D., City Manager