

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: July 2, 2014

FROM: Jeffrey P. Sheffel
City Attorney

SUBJECT: Grant Agreement and Memorandum of Understanding with the Areawide Council of Aging of Broward County, Inc. for the provision of enhanced senior citizen recreation programs and services.

I have reviewed the above captioned agreement for form and legality. The general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Parks, Recreation and Cultural Arts
- 2) Type of Agreement – Contract and Memorandum of Understanding
- 3) Method of Procurement (RFP, bid, etc.) – Grant
- 4) Term of Contract
 - a) initial – Commencing on the date the contract is signed by the last party and expiring on June 30, 2015.
 - b) renewals (if any) – yes, for a period not to exceed 3 years.
 - c) who exercises option to renew – mutual by the parties.
- 5) Contract Amount - In an amount not to exceed \$228,000.00.
- 6) Termination rights: The Contract and Memorandum of Understanding may be terminated by either party without cause upon no less than 30 calendar days written notice unless a sooner time is mutually agreed to by the parties. The Areawide Council on Aging may terminate upon no less than 24 hours notice if funding becomes unavailable. The Contract may be terminated for cause upon no less than 24 hours written notice to the City and the Council may apply the default provisions in Rule 60A-1.006(3), Florida Administrative Code. ***Memorandum of Understanding** - Unless a breach is waived by the Council in writing, or the parties fail to cure the breach, the Council may terminate the Memorandum upon 24 hours written notice.
- 7) Indemnity/Insurance Requirements – To the extent permitted by law, City indemnifies the Areawide Council on Aging and the State of Florida Dept. of Elder Affairs.
- 9) City's prior experience with Vendor (if any) – Yes.

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10) Other significant provisions – As part of the Grant, City is required to execute the Memorandum of Understanding which sets forth the responsibilities of each party.

cc: Cathy Swanson-Rivenbark, City Manager