

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 10, 2023
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Agreement with CareerSource Broward for the Summer Youth Work Experience Program

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 – Human Resources
- 2) Type of Agreement – Agreement to Host Summer Youth Work Experience Program
- 3) Method of Procurement (RFP, bid, etc.) – N/A
- 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 – There is no cost to the City under this Agreement.
- 6) Termination rights – Agreement may be terminated by either party for convenience upon 15 days' prior written notice to the other party, and CareerSource Broward may terminate for cause or loss of funding.
- 7) Indemnity/Insurance Requirements – City indemnifies CareerSource Broward.
- 8) Scope of Services – The City will host youth participants (16-18 years old) in the Summer Youth Work Experience Program, providing training to participants.
- 9) City's prior experience with Vendor (if any) – Yes, several years.
- 10) Other significant provisions – N/A.

cc: Wazir A. Ishmael, Ph.D., City Manager