

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: November 21, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with 6 Eligible Agencies to Amend CDBG Agreements for Additional Allocations of CDBG Funds

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 – Budget
- 2) Type of Agreement – Amendments to CDBG Agreements
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
 - a) initial – One yr..
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – Total additional allocation of \$75,000 among the 6 eligible agencies.
- 6) Termination rights – No change.
- 7) Indemnity/Insurance Requirements – No change.
- 8) Scope of Services – Eligible agencies will receive the amounts they requested, and the \$138 balance will be divided evenly among them..
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

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