

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: January 10, 2017

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with CareerSource Broward for City to Participate in a Workforce Development Program for Youths

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 – Human Resources
- 2) Type of Agreement – Agreement for workforce development program
- 3) Method of Procurement (RFP, bid, etc.) – N/A
- 4) Term of Contract
 - a) initial – From date of execution to 6/30/2020
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – \$0.00
- 6) Termination rights – Either party can terminate without cause by giving 15 days’ notice.
- 7) Indemnity/Insurance Requirements – None.
- 8) Scope of Services – CareerSource Broward will provide a workforce development program for youths, and the City will be a participating employer.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

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