

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** March 5, 2014

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Agreement with CareerSource Broward for City to Participate in Summer Youth Employment Program

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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 – Summer Youth Employment Agreement
- 3) Method of Procurement (RFP, bid, etc.) – N/A
- 4) Term of Contract
  - a) initial – From date of execution to 9/30/2016
  - 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 – City will indemnify CareerSource Broward.
- 8) Scope of Services – CareerSource Broward will provide eligible youth to work for the City at no cost to the City.
- 9) Other significant provisions – None.

cc: Cathy Swanson-Rivenbark, City Manager