

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 10, 2015
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Community Block Grants to 6 Eligible Organizations for 2015-2016

I have discussed the above Agreements with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Community & Economic Development
- 2) Type of Agreement – CDBG Block Grant Agreement
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
 - a) initial – Program Year 2015-2016 only.
 - b) renewals (if any) – none
 - c) who exercises option to renew – n/a
- 5) Annual Contract Amounts –

Hispanic Unity	\$ 12,000.00
Hope South Florida	\$ 12,000.00
Impact Broward	\$ 10,600.00
Russell Life Skills & Reading Foundation	\$ 18,000.00
Second Chance Society	\$ 12,500.00
Washington Park Childcare Center	<u>\$ 9,900.00</u>
Total Grant Aggregate Amount	\$ 75,000.00

Term Sheet for CDBG Grants

- 6) Termination rights – (a) Agreement is contingent upon availability of funds. If funds are not available, then this Agreement shall terminate upon no less than 24 hours notice in writing to the subgrantee; (b) if the subgrantee fails to commence work within three months from the date of execution of this Agreement, or fails to fulfill in a timely and proper manner its obligations, or subgrantee violates the terms of this Agreement, City has the right to terminate this Agreement or suspend payment by written notice and specifying the effective date of such suspension or termination at least five (5) days before the effective date; and (c) Either party may terminate upon thirty (30) days notice and stating the reason for such termination.
 - 7) Indemnity/Insurance Requirements – To the extent permitted by law, subgrantee agrees to indemnify the City.
 - 8) Scope of Services – See Attachment “A” of this item. Each of the subgrantees shall provide specific services, programs in accordance with their programs outlined in their scope of services which will be attached to the agreement.
 - 9) City’s prior experience with Contractor (if any) – Yes.
 - 10) Other significant provisions – (a) Subgrantees are required to invoice the City for all funds allocated to their projects by October 10, 2016; (b) Subgrantees are required to provide bi-monthly progress reports.
- cc: Wazir A. Ishmael, Ph.D, City Manager