

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** January 4, 2017

FROM: Jeffrey P. Sheffel,
CRA General Counsel

SUBJECT: Proposed Transfer of CRA funds to the City of Hollywood for the operation of the Science, Education and Adventure (S.E.A.) Camp

I have reviewed the above captioned agreement for form and legality. The general business terms are as follows:

- 1) Department/Division involved – Beach District of the CRA
 - 2) Type of Agreement – Existing Interlocal Agreement between the CRA, the City and Children’s Services Council of Broward County
 - 3) Method of Procurement (RFP, bid, etc.) - N/A
 - 4) Term of Contract
 - a) initial – Annual agreement
 - b) renewals (if any) – Automatically renews each year
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$230,000.00
 - 6) Termination rights – May be terminated by either party with 90 days notice prior to the expiration of the applicable term.
 - 7) Indemnity/Insurance Requirements – N/A
 - 8) Scope of Services – Annual transfer of funds from the CRA to the City
 - 9) Other significant provisions – N/A
- cc: George Camejo, Executive Director for the CRA