

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** July 22, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Community Block Grants to ten eligible organizations for 2019-2020.

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Development Services/Community Development Division
- 2) Type of Agreement – CDBG Grant Agreements
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract:
 - a) initial – Program Year 2019/2020
 - b) renewals (if any) – none
 - c) who exercises option to renew – n/a

- 5) Contract Amount – See below allocations:

Community Enhancement Collaboration, Inc.	\$ 35,000.00
Center for Independent Living of Broward, Inc.	\$ 23,000.00
Center for Independent Living of Broward, Inc.	\$ 67,100.00
Helping Hands Community Resource Dist. Ctr.	\$ 26,000.00
Hispanic Unity	\$ 31,000.00
Liberia Economic and Social Development, Inc.	\$ 16,000.00
Liberia Economic and Social Development, Inc.	\$ 70,000.00
Russel Life Skills and Reading Foundation	\$ 30,000.00
Second Chance Society, Inc.	\$ 11,000.00
South Florida Institute on Aging, Inc.	<u>\$ 18,000.00</u>
Total Grant Aggregate Amount	\$ 327,100.00

- 6) Termination Rights – (a) Agreement is contingent upon availability of funds. If funds are not available, then the Agreement shall terminate upon no less than 24 hour notice in writing to the subgrantee; (b) if the subgrantee fails to commence work within three months from the date of execution of the Agreement, or fails to timely fulfill in a timely manner its obligations, or subgrantee violates the terms of the Agreement, the City has the right to terminate the Agreement or suspend payment by written notice and specifying the effective date of such suspension or termination

at least five days before the effective date; and (c) either party may terminate upon 30 days' notice and stating the reason for such termination.

- 7) Indemnity/Insurance Requirements – Subgrantees indemnify pursuant to Article IX of the Agreement.
- 8) Scope of Services – See Exhibit “A” of each agreement. Each of the subgrantees shall provide specific services and programs in accordance with their programs outlined in their scope of services.
- 9) Other Significant Provisions: (a) Subgrantees are required to invoice the City for all funds allocated to their projects by October 7, 2020; (b) Subgrantees are required to provide quarterly progress reports; and (c) the Department will carry out periodic monitoring and evaluation activities based upon the Risk Analysis performed by the Department.

cc: Dr. Wazir Ishmael, City Manager