

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 28, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Agreement with Liberia Economic and Social Development, Inc. ("LES") to provide LES' Feeding Seniors Program utilizing CDBG-COVID funding.

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 – Department of Development Services/Community Development Division
 - 2) Type of Agreement – Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – **Best Interest** pursuant to Section 38.40(C)(8) which requires a 5/7ths vote.
 - 4) Term of Contract:
 - a) initial – commences on June 17, 2020 and expires on June 17, 2021.
 - b) renewals (if any) -no
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In an amount not to exceed \$15,040.00.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Yes, as to indemnity.
 - 8) Scope of Services – LES will provide food services to Hollywood seniors, 62 or older, through its Feeding Seniors Program.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager