CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners **DATE:** May 28, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Agreement with Community Enhancement Collaboration, Inc. ("CEC") to provide food services to seniors through its Client Choice Pantry 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 $24,960.00.

6) Termination Rights – with or without cause.

7) Indemnity/Insurance Requirements – Yes, as to indemnity.

8) Scope of Services – CEC will provide food services to Hollywood seniors, 62 or older, through its Client Choice Pantry Program.

9) Other Significant Provisions: n/a

cc: Dr. Wazir Ishmael, City Manager