

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

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

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Sub-grantee Agreement with Hope South Florida, Inc. to provide re-housing and eviction prevention services utilizing additional State of Florida COVID-19 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 – Sub-grantee Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – **Best Interest** pursuant to Section 38.41(C)(9) which requires a 5/7ths vote.
 - 4) Term of Contract:
 - a) initial – Performance of services commences on 9/16/20 through 12/30/20, however, the term of the agreement will through 3/31/21.
 - b) renewals (if any) -no
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In an amount not to exceed \$948,000.00. Out of this amount, direct CRF administrative expenditures and project delivery costs incurred on or after 9/16/20 shall not be more than 10% of the CRF funds incurred.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Yes, as to indemnity.
 - 8) Scope of Services – Hope South Florida, Inc. shall provide re-housing and and eviction prevention services that include rental and utility household assistance to eligible residents utilizing the additional State COVID-19 CARES ACT funding.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager