

**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 a portion of the Coronavirus Relief Funding from Broward County.

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 – 9/16/20 through 12/30/20.
 - b) renewals (if any) -no
 - c) who exercises option to renew – n/a
- 5) Contract Amount – In an amount not to exceed \$300,000.00. Funding must be expended by December 1, 2020. 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%.
- 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 eviction prevention services that include rental and utility household assistance. The services must meet the criteria set forth in the Agreement as well as Exhibit “A” of the Sub-Award Agreement between the City and Broward County.
- 9) Other Significant Provisions: Hope South Florida, Inc. shall adhere to the requirements in this Agreement as well as specific expenditure and reporting requirements set forth in the Sub-Award Agreement between the City and Broward County.

cc: Dr. Wazir Ishmael, City Manager