

**CITY OF FORT LAUDERDALE  
NOT FOR PROFIT GRANT PARTICIPATION AGREEMENT WITH FIRST CALL FOR  
HELP OF BROWARD, INC.**

THIS AGREEMENT, (“Agreement”) made and entered this \_\_\_\_\_ day of \_\_\_\_\_ 2020, (“Effective Date”), is by and between:

The City of Fort Lauderdale, a Florida municipality, (“City”), whose principal place of business is 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301,

and

FIRST CALL FOR HELP OF BROWARD, INC., a Florida not for profit corporation, (“First Call for Help” or “Participant” or “Organization” or “Contractor”), whose principal address is 250 NE 33rd Street, Oakland Park, Florida 33334.

**WHEREAS**, the mission of First Call for Help of Broward, Inc., is to offer a live, 24-hour comprehensive helpline, providing all people with crisis, health and human services support and connecting them to resources in the community; and

**WHEREAS**, First Call for Help of Broward, Inc. provides approximately 19,500 contacts in Fort Lauderdale, including supportive listening and crisis intervention, and provides individuals and families with critical connections to health and human service agencies and referrals that help residents to access social program services; and

**WHEREAS**, the services provided by First Call for Help address multiple comprehensive needs for people in the Broward County community, and the City’s contribution of funds for the programs offered by First Call for Help of Broward, Inc. will serve a legitimate municipal and public purpose;

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and First Call for Help of Broward, Inc. agree as follows:

**I. SCOPE OF SERVICES**

A. Activities

The Participant shall use the funds provided by the City of Fort Lauderdale, pursuant to this Agreement, to provide residents with supportive listening, crisis intervention, and information and referrals to help them to access social programs and services.

B. Deliverables

The funding will be used to answer calls, texts, and/or engagement in live chat sessions

and assist approximately 19,500 Fort Lauderdale residents who are in need of critical social services including emergency financial assistance, food, shelter, housing, child care, job training placement, relief from abuse, depression, summer and after school programs, healthcare and mental support. Approximately 2,500 of these contacts are expected to be Fort Lauderdale residents seeking help to stabilize their housing situations to prevent homelessness; record data, and offer a general helpline, 7 days per week, 24 hours per day; update existing and add new agency and program information in the resource database; conduct outreach activities, such as presentations, municipal land community events, and to distribute information to the community at large; prepare City of Fort Lauderdale reports, including resident needs, referrals, unmet needs, demographics, and calls by zip code.

The Participant shall coordinate, organize, and administer the services listed in Section I.A. of this Agreement to Fort Lauderdale residents who are in need. For activities described in Subsection I.A., the Participant shall submit to the City a request for reimbursement on a form approved by the City, together with detailed receipts, invoices, and reports, describing the items and services performed in accordance with the terms of this Agreement.

#### C. Funds Distribution

The funds will be distributed quarterly, on a reimbursement basis, following the City's receipt of supporting receipts and invoices detailing the activities set forth in Section I.A. of this Agreement.

#### D. Audit

The City reserves the right to conduct audits of the Participant, which shall be in accordance with Generally Accepted Government Auditing Standards ("GAGAS"). The City may audit the books, records, and accounts of the Participant that are related to this Agreement. The Participant shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement. The Participant shall preserve and make available, at reasonable times for examination and audit by the City in Broward County, Florida, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida public records laws (Chapter 119, Florida Statutes) and corresponding retention schedules, or for a minimum of three (3) years after expiration or termination of this Agreement, whichever is longer. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. All books, record and accounts of Participant related to this Agreement, shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, Participant shall make same available at no cost to City in written form. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for the City's disallowance of funding and recovery of any payment upon such incomplete or incorrect entry.

E. Unused Funds

The Participant shall return to the City on or before September 30, 2021, any funds received pursuant to this Agreement but not expended during the term of this Agreement.

**II. TERM AND TIME OF PERFORMANCE**

The effective date of this Agreement shall commence upon full execution by the City and the Participant. The Participant shall expend the funds that are reimbursable pursuant to this Agreement, between the effective date of this Agreement and September 30, 2021.

**III. FINANCIAL REPORTING**

Within ninety (90) days of the close of the Organization's fiscal year, the Organization shall submit to the City a financial statement and summary report, prepared in accordance with GAGAS, accounting for the funds received pursuant to this Agreement and reporting on the manner in which they were expended, including a statement that the services provided by the Participant comply with the terms of this Agreement and are aligned with the deliverables outlined in the "Scope" of this Agreement. The financial statement and summary report shall be directed to the City as follows:

**CITY OF FORT LAUDERDALE**  
Office of Management and Budget  
Budget/CIP and Grants Division  
101 NE 3<sup>rd</sup> Avenue, Suite 1400  
Fort Lauderdale, FL 33301

**IV. FUNDING CAP: PROHIBITED USE OF FUNDS**

It is expressly agreed and understood that the total amount to be paid by the City pursuant to this Agreement shall not exceed **\$20,000**, subject to and conditioned on the City's budget appropriation to fund this Agreement and the availability of funds.

Funds provided pursuant to this Agreement shall not be used for:

- Profit
- Alcoholic beverages
- Staff bonuses
- Lobbying Services
- Legal Services
- Land Acquisition
- Construction of new buildings
- Membership Fees
- Foreign Travel
- Costs due to negligence
- Debt

- Audit services

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery.

All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this Agreement shall be directed to the following Agreement representatives:

**City**

Christopher J. Lagerbloom, ICMA-CM  
City Manager  
City Manager's Office  
City of Fort Lauderdale  
100 North Andrews Avenue  
Fort Lauderdale, FL 33301

**Participant**

Sheila J. Smith  
President/Chief Executive Officer  
First Call For Help of Broward, Inc.  
250 NE 33rd Street  
Oakland Park, FL 33334

**VI. GENERAL CONDITIONS**

A. Independent Contractor

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Participant shall at all times remain an independent contractor with respect to the services to be performed under this Agreement. The City shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Participant is an independent contractor.

B. Hold Harmless

Participant shall protect and defend, counsel being subject to the City's approval, and indemnify and hold harmless the City, and the City's officers, employees, and agents from and against any and all lawsuits, penalties, claims, damages, settlements, judgments, decrees, costs, charges, and other expenses or liabilities of every kind, sort, or description, including, but not limited to, any award of attorney fees and any award or costs at both the trial and appellate levels, in connection with or arising, directly or indirectly, out of or resulting from the Participant's acts or omissions in Participant's performance or nonperformance of its obligations or services under this Agreement. Without limiting the foregoing, any and all such claims, relating to personal injury, death, damage to property, defects in material or workmanship, actual or alleged infringement of any patent, trademark, copyright or of any other tangible or intangible personal or

property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation or decree of any court, are included in the indemnity.

C. Amendments

No modification, amendment, or alteration of the terms or conditions contained in this Agreement shall be effective unless contained in a written document, subject to Commission approval, executed by the parties hereto with the same formality and of equal dignity herewith, except that the City may, in the City's sole discretion, amend this Agreement to conform with federal, state, or local governmental guidelines or policies, the availability of funds, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both City and Participant.

D. Public Records

**IF THE PARTICIPANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PARTICIPANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 954-828-5002, CITY CLERK'S OFFICE, 100 N. ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA 33301, [PRRCONTRACT@FORTLAUDERDALE.GOV](mailto:PRRCONTRACT@FORTLAUDERDALE.GOV)**

Participant shall comply with public records laws, and Participant shall:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes (2019), as may be amended or revised, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Participant does not transfer the records to the City.
4. Upon completion of the contract, transfer, at no cost, to the City all public records in possession of the Participant or keep and maintain public records required by the City to perform the service. If the Participant transfers all public records to the City upon completion of the contract, the Participant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Participant keeps and maintains public records

upon completion of the contract, the Participant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

E. Default

Any of the following events shall constitute an "event of default" pursuant to this Agreement:

1. The Participant fails to perform any covenant or term or condition of this Agreement; or any representation or warranty of the Participant herein or in any other grant documents executed concurrently herewith or made subsequent hereto, shall be found to be inaccurate, untrue or breached.
2. Participant's breach, violation or failure to perform any of the obligations or any of the covenants and conditions set forth in this Agreement.

Upon the occurrence of any event of default, the City shall issue written notice in accordance with Article V. and the Participant shall have thirty (30) days within which to cure such default. If Participant fails to cure the default within the thirty (30) days, the City may terminate this Agreement immediately.

F. Severability

If any provision of this Agreement is held invalid by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement not having been held invalid by a court of competent jurisdiction shall remain in full force and effect.

G. Non-Discrimination

The Participant shall not discriminate against its employees based on the employee's race, color, religion, gender, gender identity, gender expression, marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

1. The Participant certifies and represents that the Participant offers the same health benefits to the domestic partners of its employees as are offered its employees' spouses or offers its employees the cash equivalent of such health benefits because it is unable to provide health benefits to its employees' domestic partners, and that the Participant will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, (2019), as may be amended or revised, ("Section 2-187"), during the entire term of this Agreement.
2. The failure of the Participant to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any

remedy stated below or any remedy provided under applicable law.

3. The City may terminate this Agreement if the Participant fails to comply with Section 2- 187.
4. The City may retain all monies due or to become due until the Participant complies with Section 2-187.
5. The Participant may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

H. Scrutinized Companies

Participant certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2019), and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City's option if Participant is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2019), as may be amended or revised, or been placed on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2019), as may be amended or revised, or is engaged in a boycott of Israel.

- I. The Participant shall at all times conduct its affairs in accordance with and be in compliance with all applicable laws, ordinances, and regulations.
- J. In no event will the Participant be compensated for any work which has not been described in this Agreement or in a separate amendment to this Agreement executed by the parties hereto.

K. Insurance

As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, the Participant, at the Participant's sole expense, shall provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of the Participant. The Participant shall provide the CITY a certificate of insurance evidencing such coverage. The Participant's insurance coverage shall be primary insurance for all applicable policies. The limits of coverage under each policy maintained by the Participant shall not be interpreted as limiting the Participant's liability and obligations under this Agreement. All insurance policies shall be from insurers authorized to write insurance policies in the State of Florida and that possess an A.M. Best rating of A-, VII or better. All insurance policies are subject to approval by the CITY's Risk Manager.

The coverages, limits, and endorsements required herein protect the interests of

the CITY, and these coverages, limits, and endorsements may not be relied upon by the Participant for assessing the extent or determining appropriate types and limits of coverage to protect the Participant against any loss exposure, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the CITY's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Participant under this Agreement.

The following insurance is required: Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for Contractual Liability and Independent Contractors.

The CITY and the CITY's officers, employees, and volunteers are to be covered as additional insureds with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of the Participant. The coverage shall contain no special limitation on the scope of protection afforded to the CITY or the CITY's officers, employees, and volunteers.

### **Insurance Certificate Requirements**

- a. The Participant shall provide the CITY with valid Certificates of Insurance (binders are unacceptable) no later than thirty (30) days prior to the start of work contemplated in this Agreement.
- b. The Participant shall provide to the CITY a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of the Participant to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d. In the event the Agreement term goes beyond the expiration date of the insurance policy, the Participant shall provide the CITY with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The CITY reserves the right to suspend the



Agreement until this requirement is met.

- e. The Certificate of Insurance shall indicate whether coverage is provided under claims made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f. The CITY shall be named as an Additional Insured on Commercial General Liability policy.
- g. The title of the Agreement or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale  
100 North Andrews Avenue  
Fort Lauderdale, FL 33301

The Participant has the sole responsibility for the payment of all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the CITY as an Additional Insured shall be at the Participant's expense.

If the Participant's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Agreement, the Participant may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

The Participant's insurance coverage shall be primary insurance as applied to the CITY and the City's officers, employees, and volunteers. Any insurance or self-insurance maintained by the CITY covering the CITY, the CITY's officers, employees, or volunteers shall be non-contributory.

Any exclusion or provision in the insurance maintained by the Participant that excludes coverage for work contemplated in this Agreement shall be unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the contract work has been accepted by the CITY, or until this Agreement is terminated, whichever is later. Any lapse in coverage shall be considered breach of contract. In addition, the Participant must provide to the CITY confirmation of coverage renewal via an updated certificate should any policies expire prior to the expiration of this Agreement. The CITY reserves the right to review, at any time, coverage forms and limits of the Participant's insurance policies.

The Participant shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement shall be provided to the Participant's insurance company or companies and the CITY's Risk Management office as soon as practical.

It is the Participant's responsibility to ensure that any and all of the Participant's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of the Participant.

In the event Contractor engages any subcontractor in the performance of this Agreement, Contractor shall ensure that all of Contractor's subcontractors perform in accordance with the terms and conditions of this Agreement. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend at Contractor's expense, counsel being subject to City's approval or disapproval, and indemnify and hold City and City's officers, employees, and agents harmless from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of Contractor's subcontractors for payment for work performed for City by any of such subcontractors, and from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any act or omission by any of Contractor's subcontractors or by any of Contractor's subcontractors' officers, agents, or employees.

## **VII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

## **VIII. WAIVER**

The City's failure to act with respect to a breach by Participant does not waive its right to act with respect to subsequent or similar breach. Failure of the City to exercise or enforce any right or provision shall not constitute a waiver of such right or provision. Nothing contained in this Agreement is intended not shall anything in the Agreement be construed to waive City's rights and immunities under the law or the City's sovereign immunity or the limitations contained in Section 768.28, Florida Statutes, as may be amended from time to time.

## **IX. ENTIRE AGREEMENT**

This Agreement shall constitute the entire agreement between City and Participant for the use of funds received pursuant to this Agreement, and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written

between the City and the Participant with respect to this Agreement. No prior written or contemporaneous oral promises or representations shall be binding. Neither this Agreement nor any interest in this Agreement may be assigned, transferred or encumbered by the Participant without the prior written consent of the City. All representations and warranties made herein regarding the Participant's indemnification obligations and obligations to maintain and allow inspection of records shall survive the termination of this Agreement.

**X. THIRD-PARTY BENEFICIARIES**

There are no third-party beneficiaries to this Agreement.

**XI. GOVERNING LAW; VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of this Agreement, and for any other legal proceeding, shall be in the courts in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida.

**XII. TERMINATION FOR CONVENIENCE**

The City has the unqualified and absolute right to terminate this Agreement at any time upon written notice by the City to the Participant, in which event, the Participant shall be paid its compensation for services performed up to the termination date. In the event that the Participant abandons this Agreement or causes it to be terminated, the Participant shall indemnify the City against any losses pertaining to such termination.

**XIII. ATTORNEY FEES**

In the event that either party brings suit for enforcement of this Agreement, the Participant shall pay the City's attorney fees and costs.

**XIV. LEGAL REPRESENTATION**

It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement, and accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both parties.

IN WITNESS WHEREOF, the City and the Participant execute this Agreement as follows:

ATTEST:

City of Fort Lauderdale

\_\_\_\_\_  
Jeffrey A. Modarelli, City Clerk

By: \_\_\_\_\_  
Dean J. Trantalis, Mayor

By: \_\_\_\_\_  
Christopher J. Lagerbloom, ICMA-CM  
City Manager

Approved as to form:  
Alain Boileau, City Attorney

\_\_\_\_\_  
Kimberly Cunningham Mosley  
Assistant City Attorney

WITNESSES:

First Call for Help of Broward, Inc.,

\_\_\_\_\_  
Print Name \_\_\_\_\_

By: \_\_\_\_\_  
Sheila J. Smith, President/CEO

\_\_\_\_\_  
Print Name \_\_\_\_\_

ATTEST:

(Corporate Seal)

\_\_\_\_\_  
Tim Hogans, Secretary

STATE OF FLORIDA: COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by Sheila J. Smith, as First Call for Help of Broward, Inc., a Florida not for profit corporation.

\_\_\_\_\_  
Notary Public, State of Florida  
(Signature of Notary Public)

(SEAL)

\_\_\_\_\_  
(Print, Type, or Stamped Commissioned  
Name of Notary Public)

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced: \_\_\_\_\_