

## Risk Management Contract Review

<b>Contract/ Agreement Title</b>	Specific Performance Agreement with Homeless Emergency Project, Inc. d/b/a Homeless Empowerment Program to provide funding for administration of the County's Community Homeless Assistance Program.				
<b>Bid/Contract#</b>		<b>Granicus#</b>	16-1242D	<b>Stars#</b>	16-15944
<b>Purchasing Contact:</b>		<b>PID #</b>		<b>Amount:</b>	\$193,984.50
<b>Department</b>	Planning / Comm Dvlp	<b>Project/Contract Mgr:</b>	Renea Vincent, Director, Planning		
<b>Type of Contract</b> <small>(select both)</small>	Specific Performance Agreement	Non-Purchasing	<b>Method of Review</b>	Granicus	
<b>Limitation of Liability?</b>		<b>Indemnification Language?</b>	Yes	<b>If PE to PE, \$768.28?</b>	

<b>JPA:</b>	Choose one	<b>Name of JPA:</b>	Choose an item.
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Required Coverages	Add'l Language / Exclusions	Limits	Justification
WC/EL		500K Person 500K Disease 500K Disease limit	
CGL		1M Occurrence 2M Aggregate	
AL		1M Per Accident	
Cyber Risk		1M Occurrence 1M Aggregate	
Choose an item.			
Choose an item.			
Choose an item.			
Choose an item.			

**Date/Time/Comments:** 12/30/2016 SPA agreement executed and approved with HEP to provide administration of County's Community Homeless Agreement. Min County limits set as agency is to help homeless obtain housing as outlined in meeting with Human Services. SPA agreement contains indemnity language in favor of County and does require insurance limits.

**NOTES:** One of the projects to be carried out under the County's Annual Action Plan for Fiscal Year 2017 (FY17) is the funding of the Homeless and Homelessness Prevention Services Program (Program). HEP, along with Catholic Charities, Diocese of St. Petersburg, Inc. (CC), will administer the CHAP Program providing rental payments, move-in costs, and deposits to homeless individuals and families, as well as those at-risk of homelessness. This agreement will make a pool of funds available to HEP (and CC) for administering the CHAP Program for a two-year period, retroactively, from October 1, 2016 through September 30, 2018.

<b>Initial Reviewer:</b> Rick Kahler	<b>Date</b> 12/30/2016
<b>Approved By:</b> GWhite	<b>Date</b> 12/30/2016
<b>Final Approval:</b> Virginia E. Holscher, Director	<b>Date</b> 1/3/2017