

## Risk Management Contract Review

|                                      |   |                                  |               |                               |              |
|--------------------------------------|---|----------------------------------|---------------|-------------------------------|--------------|
| <b>Contract/<br/>Agreement Title</b> | Specific Performance Agreement with Homeless Emergency Project, Inc. d/b/a Homeless Empowerment Program to provide funding for administration of the Homelessness Prevention component of the County's Community Homeless Assistance Program. |                                  |               |                               |              |
| <b>Bid/Contract#</b>                 | ESG18HEP  | <b>Granicus#</b>                 | 18-572D       | <b>Stars#</b>                 |              |
| <b>Purchasing Contact:</b>           |   | <b>PID #</b>                     |               | <b>Amount:</b>                | \$185,533.00 |
| <b>Department</b>                    | Planning / Comm Dvlp  | <b>Project/Contract Mgr:</b>     | Renea Vincent |                               |              |
| <b>Type of Contract</b>              | Specific Performance Agreement  |                                  |               | <b>Method of Review</b>       | Granicus     |
| <b>Limitation of Liability?</b>      |   | <b>Indemnification Language?</b> |               | <b>If PE to PE, \$768.28?</b> |              |

|             |            |                     |  |
|-------------|------------|---------------------|--|
| <b>JPA:</b> | Choose One | <b>Name of JPA:</b> |  |
|-------------|------------|---------------------|--|

| Required Coverages | Add'l Language / Exclusions | Limits  | Justification   |
|--------------------|-----------------------------|---|---|
| WC/EL              |                             | 500K Person<br>500K Disease<br>500K Disease limit |   |
| CGL                |                             | 1M Occurrence<br>2M Aggregate                     |   |
| AL                 |                             | 1M Per accident                                   |   |
| Cyber Risk         |                             | 1M Occurrence<br>1M Aggregate                     | Obtaining and Transmitting of PII information from applicants |
| Choose an item.    |                             |   |   |

**Date/Time/Comments:** 07/18/2018 Specific Performance Agreement with Homeless Emergency Project, Inc. d/b/a Homeless Empowerment Program to provide funding for administration of the Homelessness Prevention component of the County's Community Homeless Assistance Program. Agreement contains indemnity language in favor of County. Also contains right of reversion language. Cyber coverage requested as agreement indicates PII information will be gathered and transmitted for review.

**NOTES:** One of the projects to be carried out under the County's Annual Action Plan for Fiscal Year 2019 (FY18/19) is the funding of the Homeless and Homelessness Prevention Services Program (Program) through the Emergency Solutions Grant (ESG). HEP and Catholic Charities, Diocese of St. Petersburg, Inc. (CC) were both selected to receive ESG funds through a competitive application process. This is the eighth (8th) round of ESG funding which HEP and CC are administering. CC and HEP will administer the CHAP Program providing rental payments, move-in costs and deposits, and utility payments to prevent homelessness of at-risk families and individuals. Both CC and HEP will have access to the total pool of ESG funds on a first-come, first-serve basis. The total pool of ESG funds are budgeted from FY18/19. This SPA with HEP for administering the CHAP Program is for a two-year period from October 1, 2018 through September 30, 2020.

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| <b>Initial Reviewer:</b><br>Rick Kahler                  | <b>Date</b><br>7/17/2018 |
| <b>Approved By:</b><br>Vanessa Alfonso                   | <b>Date</b><br>7/30/2018 |
| <b>Final Approval:</b><br>Virginia E. Holscher, Director | <b>Date</b><br>8/1/2018  |