DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

AGENDA
COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
TUESDAY, JANUARY 14, 2025 - 5:30 PM

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE WITH REGARD TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

LOBBYIST REGISTRATION IS REQUIRED. PRIOR TO ENGAGING IN ANY LOBBYING ACTIVITIES, WHETHER OR NOT COMPENSATION IS PAID OR RECEIVED IN CONNECTION WITH THOSE ACTIVITIES, EACH LOBBYIST SHALL FILE WITH THE CITY CLERK AN ANNUAL REGISTRATION STATEMENT AND PAY AN ANNUAL TWO HUNDRED FIFTY DOLLARS ($250.00) REGISTRATION FEE FOR EACH PRINCIPAL OR EMPLOYER. REGISTRATION FORMS ARE AVAILABLE ON THE CITY WEBSITE: WWW.DANIABEACHFL.GOV. (ORDINANCE #2012-019; AMENDED BY ORDINANCE #2019-019)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK'S OFFICE, 100 W. DANIA BEACH BOULEVARD, DANIA BEACH, FL 33004, (954) 924-6800 EXTENSION 3624, AT LEAST 48 HOURS PRIOR TO THE MEETING.

IN CONSIDERATION OF OTHERS, WE ASK THAT YOU:

A. PLEASE TURN CELL PHONES OFF, OR PLACE ON VIBRATE. IF YOU MUST MAKE A CALL, PLEASE STEP OUT INTO THE ATRIUM, IN ORDER NOT TO INTERRUPT THE MEETING.
B. IF YOU MUST SPEAK TO SOMEONE IN THE AUDIENCE, PLEASE SPEAK SOFTLY OR GO OUT INTO THE ATRIUM, IN ORDER NOT TO INTERRUPT THE MEETING.

DECORUM POLICY FOR MEETINGS OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

INDIVIDUALS WHO WISH TO MAKE ANY "CITIZEN'S COMMENTS" UNDER THAT PORTION OF THE CRA BOARD AGENDA, OR WHO OTHERWISE WANT TO ADDRESS THE CRA BOARD, MUST FIRST BE REGISTERED WITH THE CRA SECRETARY (CLERK) (FORMS ARE AVAILABLE OUTSIDE OF THE CITY COMMISSION CHAMBER AND MUST BE GIVEN TO THE CLERK BEFORE THE MEETING). OTHERS WHO WANT TO ADDRESS THE CRA BOARD ON ANY MATTERS MUST FIRST BE RECOGNIZED BY THE CHAIR. ALL SUCH PERSONS MUST USE THE PODIUM IN THE COMMISSION CHAMBER. NO MORE THAN ONE PERSON AT A TIME MAY ADDRESS THE CRA BOARD FROM THE PODIUM. COMMENTS ARE ONLY TO BE MADE TO THE CRA BOARD AND ARE NOT TO BE DIRECTED TO THE AUDIENCE OR CRA STAFF.

NO INDIVIDUAL SHALL MAKE ANY SLANDEROUS OR UNDULY REPETITIVE REMARKS, OR ENGAGE IN ANY OTHER FORM OF BEHAVIOR THAT DISRUPTS OR IMPEDES THE ORDERLY CONDUCT OF THE MEETING, AS DETERMINED BY THE CHAIR. NO INDIVIDUAL MAY SPEAK DIRECTLY TO OR ADDRESS THE CHAIR, BOARD MEMBER OR CRA STAFF: COMMENTS ARE TO BE ONLY DIRECTED TO THE CRA BOARD AS A WHOLE. NO CLAPPING, APPLAUDING, HECKLING OR VERBAL OUTBURSTS IN SUPPORT OF OR OPPOSITION TO A SPEAKER OR HIS OR HER REMARKS SHALL BE PERMITTED. NO SIGNS OR PLACARDS SHALL BE PERMITTED IN THE COMMISSION CHAMBER.

IF ANY PERSON'S CONDUCT AS DETERMINED BY THE CHAIR IS FOUND TO BE DISRUPTIVE OR INTERFERES WITH THE ORDERLY CONDUCT OF THE MEETING, THE PERSON MAY BE ASKED BY THE CHAIR TO LEAVE THE COMMISSION CHAMBER; IF THE PERSON DOES NOT LEAVE AND THE CONDUCT PERSISTS, THE CITY POLICE DEPARTMENT WILL BE REQUESTED TO ESCORT THE INDIVIDUAL FROM THE COMMISSION CHAMBER.

ALL CELLULAR TELEPHONES ARE TO BE SILENCED DURING THE MEETING. ALL PERSONS EXITING THE COMMISSION CHAMBER SHALL DO SO QUIETLY. (RESOLUTION #2020-CRA-006)

1. CALL TO ORDER/ROLL CALL

2. CITIZENS' COMMENTS

Addressing the Commission: A thirty (30) minute "Citizen Comments" period shall be designated on the agenda for citizens and interested persons to speak on matters whether or not scheduled on that day's agenda. Individuals wishing to speak on a matter not included on the "Public Hearing" section of the agenda, which matter pertains to an item before the City Commission which requires a decision of the City Commission, may do so by signing in and submitting a form to that effect with the City Clerk prior

to the meeting. Speakers at Public Hearings shall also submit such a form. Each speaker shall be limited to 3 minutes for his or her comments. If more than ten (10) speakers express a desire to speak, the Commission shall determine on a meeting by meeting basis whether to (a) extend the time allotted for citizen comments to accommodate all speakers, or (b) whether to limit the number of speakers or amount of time per speaker. A speaker's time shall not be transferable to another speaker.

3. ADMINISTRATIVE REPORTS

1. Administrative Report - *CRA Executive Director Chen*

4. PRESENTATIONS: None.

5. CONSENT AGENDA

1. Minutes: December 10, 2024 CRA Board Meeting Minutes

2. Travel Requests: None.

6. PROPOSALS AND BIDS

1. Agreement with Rebuilding Together Broward County for the At Home Dania Beach Safe At Home Program

2. Agreement with Rebuilding Together Broward County for the At Home Dania Beach Residential Beautification Program

7. DISCUSSION AND POSSIBLE ACTION

1. Six-Month Extension of the Real Time Marketing Agreement

8. INFORMATION ITEMS: None.

9. BOARD MEMBER COMMENTS

10. ADJOURNMENT

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

City of Dania Beach
Memorandum

DATE: 1/14/2025

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: Administrative Report

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1. **DANIA BEACH INNOVATION ECOSYSTEM**
   Background: An Innovation Ecosystem has different platforms to support entrepreneurs and early-stage ventures. The Dania Beach Innovation Ecosystem includes:

- Education
- Location & Events
- Mentorship
- Incubation & Acceleration
- Funding
- Talent

Updates:
On December 11, the Dania Beach CRA was recognized as a partner and supporter of SCORE Broward at their annual meeting.

2. **ECONOMIC DEVELOPMENT**

CRA Business Manager: Krystal Permanan joined the CRA on October 23rd. She is a graduate of the prestigious Oklahoma University – Economic Development Institute. Most recently, Krystal was the Business Assistance Administrator, a manager level position for the Ft Lauderdale Executive Airport (FXE), where she was the administrator Foreign Trade Zone #241 (countywide authority) and the leasing manager for the 1,000-acre FXE campus and 200-acre Industrial Airpark, including 2,000,000sf of office/warehouse space.

3. **CRA WESITE UPDATE**

The update of the CRA website (www.daniabeachcra.org) with VUP Media is complete and is now live. At your convenience, please browse through the updated website (https://www.daniabeachcra.org/) and let me know about any comments/observations you may have.

4. **PATCH**

The CRA ran four promotional event flyers in the January Dania Beach Press: General PATCH hours, Fruitful Fields Adult Internship. Entrepreneur's Market, and the Fresh Food Box Program.
Fruitful Fields programs at the PATCH:

- **Holidays Around The World**: Dania Beach PATCH, Love Our Nation, & The Fruitful Field Celebrated Christmas, Hanukkah and Kwanza with Arts and Crafts on December 14, 10:00AM-11:30AM. Our promotion of the event attracted people from across Broward County. (Event photos attached.)
- **CW Thomas Park:** After school program started September 11. Parks brought approximately 30 kids to the PATCH after school on Wednesdays through December
- **Fresh Food Box**: December 2 - April 14, the PATCH will again sell weekly seasonal food boxes. Pick-up will be Tuesday afternoons (4:00-6:00) or Wednesday mornings (10:30-11:30). The cost will be $20.00 per box, EBT/SNAP cardholders receive 50% off. Dania Beach residents are given priority for distribution (Flyer attached)
- **Adult Intern Program**: TFF is hosting an Adult Intern Program available at the three community gardens they manage, including the PATCH. The program is for 9 hours per week, September through April. The program provides participants with gardening skills, fresh veggies which they grow, and a social environment. This program will start in September and eight (8) people have registered for the PATCH. The program was advertised in the Dania Beach Press, September edition, on social media, and posted on the CRA website. (Flyer attached)
- **Veterans, Youth and Special Need Agriculturists Assistance Program**: The Farmers Outreach program is primarily focused on assisting veterans, small farmers, minorities, and the socially disadvantaged by offering a hands-on farming experience through apprenticeships, agricultural workshops, and technical one-on-one advice on USDA loans/grant programs.

FIU has approved the PATCH as their Broward location for the Intern program and has discussed Bianca (PATCH Lead Coordinator) and Jaime (TFF Executive Director) to conduct workshops for FIU. FIU is extending the USDA grant program the support the Adult Intern Program described above.

- **Entrepreneur's Market:** On Saturday, January 11, TFF/PATCH is hosting a home-based business day. The theme of the day is how to start a home-based business, with business tips, and provide an opportunity for new businesses to introduce their products. A secondary objective is to add a crafts market dimension to the PATCH. (Flyer attached)

Love Our Nation programs at the PATCH:
Love Our Nation is now publishing a monthly activities calendar. A copy of their January 2025

calendar is attached. Most of the programs scheduled for the PATCH.

- **Love Our Nation Success Luncheon:** December 22, 12:30PM-3:00PM, at the Dania Beach Patch. The Dania Beach Community is invited to share in the success of our Love Our Nation Youth. This was a highly successful event, with over 50 people attending. The LON kids provided several entertainment presentations and served the lunch. (Event photos attached.)
- **Earth 2 Table**: Earth 2 Table programs are held every Monday, 2:30 to 5:30, except for school holidays. The program teaches youth the importance of making healthy food choices and caring for the environment. Approximately 12 kids are attending this program. Programs include gardening, journaling, etiquette, teamwork, communication skills, finance, homework, and public speaking.
- **Senior Fresh Fruit and Veggie Bicycle Distribution**: The Love Our Nation Youth will begin to call neighborhood Seniors and get their addresses and explain what the SFF&VBD is and ask them if they'd like to participate. In their groups they will map the Seniors addresses and plan for the December event. The PATCH has "dedicated" one of the raised beds to LON, which they use to teach gardening practices.

Raised Bed Construction: All of the 64 new raised beds are complete, and irrigation system is complete. Seedlings have been started in the nurseries and will be transplanted to the raised beds in the next few weeks.
Crops being planted in the new beds include Arugula, Kale, Basil, Tomatoes, Cilantro, Oregano (Italian & Cuban), Cabbage Savoy, Mizuna, Tokyo Bekana, Cauliflower, Mizuna, Italian Parsley, Premium Greens, Collards, Komatsuna (Japanese Mustard Spinach), Hon Tsai Tai (Asian Green Leaves), Eggplant, Swiss Chard, Carrots, Pac Choi (Chinese Cabbage), Beans, Radish, and Mustards. Collards, Basil, Oregano, Mixed Salad Greens, and Lemongrass. Cabbage, Beans, and Tomatoes could be ready for sale by the "second week of December".

The Fruit Tree Planting Foundation (FTPF) is an award-winning international nonprofit charity dedicated to planting fruitful trees and plants to alleviate world hunger, combat global warming, strengthen communities, and improve the surrounding air, soil, and water. FTPF has provided a grant to TFF for 100 fruit trees at a TFF farm. Some of those trees will come to the PATCH and the planting will take place on December 14th. One to two fruit trees is planned for each raised bed This will expand the PATCH growing season as fruit trees tend to do well during the summer.
(Recent photos attached.)

DANIA BEACH PATCH

PEOPLE'S ACCESS TO COMMUNITY HORTICULTURE

SHOP	TOUR	PRE-ORDER PICKUP	VOLUNTEER
TUESDAY THURSDAY SATURDAY 9AM - 11AM	TUESDAY - SATURDAY 9AM - 11AM	WEDNESDAY ONLY 10AM - 11AM	TUESDAY WEDNESDAY FRIDAY SATURDAY

1201 W. DANIA BEACH BLVD | DANIA BEACH, FL 33004

PATCH PHONE NUMBER: (954) 993-6401

PATCH ONLINE ORDER: dbpatch.square.site

The FruitfulField
GROW GATHER GIVE

ADULT INTERN PROGRAM

APPLY NOW!

HERE

OCT 9 - APR 7

6 HRS A WEEK

3 LOCATIONS

HARVEST FOOD

LIMITED SPACE

FIU/USDA Grant of $1,000 + Box of Produce to Participants after 100 Hours of Service!

Learn how to seed, plant, harvest, and distribute fruits and vegetables. Join our community program and help provide food to those in need. Get moving and enjoy the outdoors! This is a great opportunity to learn or sharpen skills for job searches, meet people, and help those in need. You can also help with data management and social media.

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

DANIA BEACH PATCH
PEOPLE'S ACCESS TO COMMUNITY HORTICULTURE

1201 W. DANIA BEACH
DANIA BEACH, FL 33004

DANIA BEACH PATCH

PEOPLE'S ACCESS TO COMMUNITY HORTICULTURE

ENTREPRENEUR'S MARKET

Do you make a unique item and sell it from home?
Consider marketing you goods at our Farmers Market.

Join us on January 11 at 10:00AM to
discuss this opportunity. Bring samples!

Register to attend our workshop and to participate as a vendor at our Markets, on the 2nd and 4th Saturday of each month through April. Being a vendor at our Farmers Market will get you products in front of the Dania Beach neighbors.

1201 W. Dania Beach Blvd | Dania Beach, FL
Contact The Patch Team: Info@ThePatchGarden.com

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

DANIA BEACH PATCH

PEOPLE'S ACCESS TO COMMUNITY HORTICULTURE

FRESH FOOD PROGRAM

DECEMBER 2 - APRIL 14

- Weekly Seasonal Fresh Food Box
- $20.00 Per Box | EBT/SNAP Cardholders: Receive 50% off
- Pick-Up: Tuesday | 4:00-6:00 or Wednesday | 10:30-11:30

**Dania Beach residents are given priority for distribution*

- Sign Up Now:

https://form.jotform.com/242736171089158

Website: thepatchgarden.com

Email: info@thepatchgarden.com

Phone: 954.993.6401

1201 W. Dania Beach Blvd
Dania Beach, Florida 33004

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

The FruitfulField

Fresh Access BUCKS

SNAP

JANUARY 2025

Monday	Tuesday	Wednesday	Thursday
		1 **NO SCHOOL**	2 **NO SCHOOL**
6 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 2:35pm-3:55pm Homework & PATCH 4pm-5pm-Tap Developing Dreams 5:05 pm–5:30pm~Relax, Food G&G	7 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 3:15pm-4:15pm~Golf 4:30pm-5:30pm – Homework 5:30pm-Food G&G	8 2:15pm-2:30 pm - Snack 60 seconds stillness daily 2:40pm-3:50 pm Homework 4:00pm-5:00 Gardening 5:05 pm–5:30pm~Relax, Food G&G	9 2:15 pm-2:30 pm – Snack 60 seconds stillness daily 2:45pm-4:00pm Homework 4:15pm - 5:15 pm Dance 5:15pm- 5:30pm ~Food G&G
13 2:15 pm-2:30 pm - Snack 60Vseconds stillness daily 2:35pm-3:55pm Homework & PATCH 4pm-5pm-Tap Develop Dreams 5:05 pm–5:30pm~Relax, Food G&G	14 2:15pm-2:30pm - Snack 60 seconds stillness daily 3:15pm-4:15pm~Golf 4:30pm-5:30pm – Homework 5:30pm-Food G&G	15 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 2:40pm-3:50 pm Homework 4:00pm-5:00 Gardening 5:05 pm–5:30pm~Relax, Food G&G G	16 2:15 pm-2:30 pm – Snack 60 seconds stillness daily 2:45pm-4:00pm Homework 4:15pm - 5:15 pm Dance 5:15pm- 5:30pm ~Food G&G
20 ***NO SCHOOL*** **MLK JR PARADE** **7:00am – 12noon**	21 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 3:15pm-4:15pm~Golf 4:30pm-5:30pm – Homework 5:30pm-Food G&G 6:30pm-7:30pm Martial Arts (optional)	22 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 2:40pm-3:50 pm Homework 4:00pm-5:00 Gardening 5:05 pm–5:30pm~Relax, Food G&G	23 2:15 pm-2:30 pm – Snack 60 seconds stillness daily 2:45pm-4:00pm Homework 4:15pm - 5:15 pm Dance 5:15pm- 5:30pm ~Food G&G
27 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 2:35pm-3:55pm Homework & PATCH 4pm-5pm-Tap Develop Dreams 5:05 pm–5:30pm~Relax, Food G&G	28 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 3:15pm-4:15pm~Golf 4:30pm-5:30pm – Homework 5:30pm-Food G&G 6:30pm-7:30pm Martial Arts (optional)	29 2:15 pm-2:30 pm - Snack 60 seconds stillness daily 2:40pm-3:50 pm Homework 4:00pm-5:00 Gardening 5:05 pm–5:30pm~Relax, Food G&G	30 2:15 pm-2:30 pm – Snack 60 seconds stillness daily 2:45pm-4:00pm Homework 4:15pm - 5:15 pm Dance 5:15pm- 5:30pm ~Food G&G

PATCH HOLIDAY EVENT
December 14, 2024

PATCH HOLIDAY EVENT
December 14, 2024

LOVE OUR NATION
HOLIDAY LUNCH

LOVE OUR NATION
HOLIDAY LUNCH

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING MINUTES
TUESDAY, DECEMBER 10, 2024 – 5:30 P.M.

DRAFT

1. Call to Order/Roll Call

Chair Ryan called the meeting to order at 5:32 p.m.

Present:

Chair:	Joyce L. Davis
Vice-Chair:	Marco A. Salvino, Sr.
Board Members:	Lori Lewellen
	Luis Rimoli
	A. J. Ryan IV
Executive Director:	K. Michael Chen
City Attorney:	Eve Boutsis
CRA Secretary:	Elora Riera, MMC

2. Citizen Comments

None.

3. Administrative Reports

Executive Director Chen presented his administrative report that was provided to the Board in their packets. He touched on the following topics:

- Dania Beach Innovation Ecosystem
- Hiring of CRA Business Manager
- Spirit Airlines QTI/HIPI Incentive
- CRA website
- PATCH

There was discussion regarding the bankruptcy of Spirit Airlines.

4. Presentations

There were no presentations.

5. Consent Agenda

5.1 Minutes:
- October 7, 2024 CRA Board Meeting

5.2 Travel Requests: None.

Board member Lewellen made a motion to approve the consent agenda. The motion was seconded by Vice Chair Salvino which carried unanimously on voice vote.

6. Proposals and Bids

There were no proposals on this agenda.

7. Discussion and Possible Action

7.1 Commercial Façade Grant Application: 24 NE 1 Ave

Executive Director Chen introduced the item.

Board member Rimoli asked if there was an outreach program to reach businesses and Executive Director Chen responded that they are posted on social media platforms, and this will be the role of the newly hired Business Manager.

Board member Lewellen made a motion to approve the item. The motion was seconded by Board member Rimoli which carried unanimously on voice vote.

7.2 Potential Disposition of a CRA-Owned Land Parcel - 137 NW 4th Ave

Executive Director Chen introduced the item. He commented that Love Our Nation contacted him requesting assistance supporting the land so they can build a children's center for the neighborhood. At this time, all that is being requested from the board is approval to notice the RFP.

Vice Chair Salvino said that he needs more information or backup to this to understand it better.

Board member Rimoli stated that he is unsure of this type of process and Executive Director Chen responded that the RFP is an announcement that the CRA is contemplating the disposal of a piece of land and it will be a broad solicitation.

City Attorney Boutsis clarified that the Board needs to determine whether they would like to entertain this or not. The Board may also request more information before going out to bid, put it out to bid for a specific purpose, or determine whether they would rather keep the land. It is entirely up to the Board to determine what they would like to do.

Board member Lewellen commented that she needs more information before it goes out to bid.

Discussion ensued regarding the proposal and the land.

DRAFT

Board member Ryan commented that he appreciates the interest from Love our Nation but this conversation is more about what the board would like to do with this land and not so much about just selling it.

There was consensus by the Board that there needs to be more information provided and discussed amongst the board to determine what would be best for the land.

7.3 Approval of 2025 CRA Board Meeting Dates

Board member Lewellen made a motion to approve the item. The motion was seconded by Board member Ryan which carried unanimously on voice vote.

8. Information Items

There were no information items.

9. Board Member Comments

Board member Lewellen commented that it was a very informative meeting tonight and deferred her comments to the Commission meeting.

Board member Rimoli had no comments.

Board member Ryan commented on two appraisals that were received for the parcel of land across from Frost Park. He is asking for approval from the board to enter into negotiations of potentially purchasing the property without exceeding the highest appraisal value.

Vice Chair Salvino commented that he would like more information on what is going to go on that property.

Board member Lewellen feels that this topic would be more appropriate under discussion and possible action so that questions can be asked and have further investigations on it. She likes the idea of having a workshop to discuss the properties.

Vice Chair Salvino had no comments.

Chair Davis appreciated Executive Director Chen's thorough report, the conversation on Spirit Airlines and the growth at the PATCH.

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10. Adjournment

Chair Ryan adjourned the meeting at 6:24 p.m.

ATTEST:

COMMUNITY REDEVELOPMENT AGENCY

ELORA RIERA, MMC
CRA SECRETARY

JOYCE L. DAVIS
CHAIR – CRA

DRAFT

City of Dania Beach
Memorandum

DATE: 1/14/2025

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: Rebuilding Together- Safe at Home

Request:
Approve the Agreement with Rebuilding Together Broward County to provide the services under the At Home Dania Beach Safe At Home Program for Fifty Thousand dollars ($50,000.00).

Background:
Over the past five years, Rebuilding Together Broward County (Rebuilding) has improved over 200 homes under our At Home Dania Beach Residential Beautification Program with exterior painting and minor landscaping. Rebuilding Together has also assisted more homeowners with minor home repairs beyond their contract and at no additional cost to the City or CRA.

On May 28, 2024, a CRA Budget Workshop was held and the creation of the At Home Dania Beach Safe At Home Program was discussed. On September 9, 2024, the FY2024/25 CRA Budget was approved with funding for the continuation of the At Home Dania Beach Residential Beautification Program.

A Request for Proposals (RFP No. CRA-24-026), seeking proposals to provide services for the Danian Beach CRA's Home Beautification and Safe At Home programs was initiated on October 3, 2024 and closed on November 4,2024. On October 7, 2024, Public Notice of RFP No. CRA-24-026 was published in the Sun Sentinel. Following the RFP response deadline, the purchasing department determined that the proposal from Rebuilding Together Broward County, Inc. was the only qualified response to the RFP.

Current: In their RFP response, Rebuilding Together Broward County, Inc. proposed to provide the required services to perform the services to implement the Safe At Home Program in the CRA, for Fifty Thousand Dollars ($50,000.00).

Although the RFP solicited services to perform the scope of work for both the continuation of the At Home Dania Beach Residential Beautification Program and the creation of the At Home Dania Beach Safe At Home Program, the Community Redevelopment Agency recommends to document the services to perform the scope of work for each program by separate Agreements. This is due to the distinctively different scopes of work for each program and how Rebuilding Together is paid for the performance of their services.

This one-year Agreement and accompanying resolution engages Rebuilding Together to provide

the services necessary to create the Safe At Home Program across the neighborhoods within the CRA. Payment for these services shall be an amount not to exceed Fifty Thousand Dollars ($50,000.00).

The scope of work for Safe At Home improvements and safety upgrades will vary according to the conditions of each specific property and the needs of each homeowner, therefore a criterion for authorization of projects is required as follows:

- **Tier 1 - ADA, Fire, Safety, and Security Improvements:** This tier focuses on immediate, small-scale improvements to enhance the safety and accessibility of homes. These improvements prevent accidents, provide ADA upgrades, and improve overall living conditions. Rebuilding is pre-authorized to perform Tier 1 projects, with total project costs under $1,000.
- **Tier 2 - Minor Home Health and Safety Improvements**: This tier addresses more substantial health and safety concerns that require moderate investment by improving flooring and ventilation, to enhance healthy living conditions and repairing minor plumbing leaks to prevent water damage and future mold growth. Rebuilding Together must secure the authorization of the CRA Director in advance to perform Tier 2 projects, with total project costs between $1,000 - $3,999.
- **Tier 3 - Major Home Health and Safety Improvements:** This tier involves extensive repairs and upgrades that require skilled and/or licensed professionals. These improvements address critical health and safety issues that, if left unresolved, could lead to severe consequences for the resident. Rebuilding Together must secure the authorization of the CRA Board authorization in advance to perform Tier 3 projects, with total project costs of $4,000 or more.

Rebuilding Together will be advised that the CRA's objective is for this program to serve more homeowners with minor repairs/improvements. Authorization for Tier 2 and Tier 3 projects will likely reply on donations and/or sponsorships that offset CRA costs.

Attachments: Resolution for the (1) Year Agreement

Budgetary Impact
The proposed 2025 Agreement for the Safe At Home Program in the CRA is $50,000.00. This expense was expected and funding for this renewal was included in the FY2024/25 budget, account # 106-52-02-552-31-42.

Recommendation
The CRA recommends CRA Board approval of he Agreement with Rebuilding Together Broward County for one (1) year to perform residential revitalization services under the At Home Dania Beach Safe At Home Program in an amount not to exceed $50,000.00.

SAFE AT HOME SERVICES AGREEMENT
REBUILDING TOGETHER BROWARD COUNTY, INC

This is an Agreement ("Agreement") entered into on January 14, 2025 by and between the Dania Beach Community Redevelopment Agency, a public body corporate and politic, under Part III, Chapter 163, Florida Statutes ("CRA") with an address of 100 West Dania Beach Boulevard, Dania Beach, Florida 33004, and Rebuilding Together Broward County, Inc., a Florida Not For Profit Corporation ("Contractor"), with a mailing address of 901 NE 13th Street, Ft Lauderdale, Florida 33304, to perform minor exterior home improvements, safety upgrades, and beautification for forty (40) residential properties in the City of Dania Beach, Florida ("City"), in connection with the CRA's "At Home Dania Beach Residential Beautification Program" ("Program"). The City is not a party to this Agreement, but the parties agree that it has certain rights as expressed in this Agreement and that it is intended to be a third-party beneficiary of the covenants in this Agreement.

WHEREAS the CRA Board adopted the At Home Dania Beach Residential Revitalization Program on June 12, 2018; and

WHEREAS the At Home Dania Beach Residential Revitalization Program includes beautification grants for residential properties in the Community Redevelopment Area; and

WHEREAS, the CRA Board adopted Resolution No. 2025-CRA-00X on January 14, 2025, to award a bid related to Request for Proposals (RFP No. CRA-24-026) to Rebuilding together Broward County, Inc. and

In consideration of the mutual covenants, terms and conditions contained in the Agreement, and for other good and valuable consideration, the adequacy and receipt of which are acknowledged and agreed upon, the parties agree to the following:

1. Scope of Services/Deliverables

The Contractor tor shall provide services for the Program as described in and attached as Exhibit "A" which is made a part of and incorporated into this Agreement by this reference. Services offered to individuals participating in the Program are not an entitlement and participants cannot be guaranteed services beyond the funding related to the provision of the services to otherwise eligible individuals.

2. Term/Commencement Date

This Agreement shall become effective upon execution by both parties and shall remain in effect through January 13, 2026, unless earlier terminated in accordance with Paragraph 8. The CRA Board has the sole option to renew the agreement annually for up to a maximum of five (5) additional one (1) year periods.

3. Compensation and Payment

3.1. The Contractor shall be compensated a total of Fifty Thousand Dollars ($50,000.00) for the "Program" payable in increments based on completion of tasks listed in Exhibit "A".

3.2. The Contractor shall invoice the CRA monthly for services completed on homes.

Each invoice shall include a list of the improved properties, name of the homeowner and program qualification documents, a brief description of services completed on each property, and the cost to provide the services to each home are submitted to the CRA. Contractor shall also provide photos of before/after shots of houses improved under this program.

3.3. The CRA shall pay Contractor in accordance with the Florida Prompt Payment Act.

3.4. If a dispute should occur regarding an invoice submitted , the CRA Executive Director may withhold payment of the disputed amount and may pay to the Contractor the undisputed portion of the invoice. Upon written request of the CRA Executive Di rector , the Contractor shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the CRA Executive Director whose decision shall be final.

4. Subcontractors

4.1. The Contractor shall be responsible for all payments to any subcontractors and shall maintain responsibility for all work related to the Program.

4.2. Any subcontractors used on the Program must have the prior written approval of the CRA Executive Director.

5. CRA's Responsibilities

The CRA will:

5.1. Furnish to Contractor, at the Contractor's written request, all available maps, plans, existing studies, reports, and other data pertinent to the services to be provided by Contractor, in possession of the CRA.

5.2. Arrange for access to and make all provisions for Contractor to enter upon real property as required for Contractor to perform services as may be requested in writing by the Contractor.

5.3. CRA will provide services including but not limited to police services, garbage pickup including bulk pickup, for the purpose of providing exterior improvements and repairs.

5.4. CRA will assist with obtaining permits for the home repairs and payment of any permit and inspection fees related to the home repairs.

5.5. CRA will assist with securing a central location within the selected neighborhood(s), at no cost to Contractor, which is to be utilized as a staging area for one Community Block Day, on a day and date to be determined and agreed upon by the CRA and Contractor. The site will be used as the event day headquarters. The location will be used for general set-up and staging, media, mobilization, volunteer coordination and breakfast/lunch distribution.

6. Contractor's Responsibilities

6.1. The Contractor shall exercise the same degree of care, skill, and diligence in the performance of the Program as is ordinarily provided by a Contractor under similar circumstances. If at any time during the term of this Agreement or within one year from the completion of the Program, it is determined that the Contractor's deliverables are incorrect, defective or fail to conform to the Scope of Services of the Program, upon written notification

from the CRA Executive Director, the Contractor shall at Contractor's sole expense , immediately correct the work.

6.2. The residential properties selected for repairs will reflect clusters of homes spread across all CRA neighborhoods. CRA will have final approval of all homes and households that will participate in the Program.

6.3. Contractor shall inspect all residential properties prior to acceptance into the Program to determine fitness and suitability of the property to receive the improvements offered through the Program.

6.4. Contractor shall verify homeownership and the income qualification of any household receiving a Beautification grant to ensure consistency with program requirements.

6.5. Contractor shall coordinate with the City's Building Division for any required permit applications, permits issued and inspections performed.

6.6. Contractor shall ensure that all work being done and needing permits will be done by Contractors licensed in Broward County or the State of Florida and/or have a valid certificate of competency from a local governmental authority.

7. Conflict of Interest

To avoid any conflict of interest or any appearance of a conflict, Contractor shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), regarding any issues adversarial to the CRA or City. For the purposes of this section "adversarial" shall mean any development application where CRA or City staff is recommending denial or denied the application, administrative appeal, or court action in which the CRA or City is a party.

8. Termination

8.1. The CRA Executive Director may terminate this Agreement upon thirty (30) days, written notice to the Contractor, or immediately with cause. Contractor may terminate this Agreement with thirty (30) days' written notice to the CRA.

8.2. The Agreement may be terminated for convenience by CRA upon fifteen (15) days' advance written notice to the Contractor (delivered by certified mail, return receipt requested) of intent to terminate and the date on which such termination becomes effective. In such case, the Contractor shall be paid for all acceptable Services performed prior to termination and shall not be entitled to any other costs, fees, or payments.

8.3. Upon receipt of the CRA's written notice of termination, Contractor shall stop work on the Program unless directed otherwise by the CRA Executive Director.

8.4. In the event of termination by the CRA, the Contractor shall be paid for all work accepted by the CRA Executive Director up to the date of termination, provided that the Contractor has first complied with the provisions of Article 6.

8.5. The Contractor shall transfer all books, records, reports, working drafts, designs, documents, maps, and data pertaining to the Program to the CRA, in a hard copy and electronic

format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

9. Insurance

The Contractor shall secure and maintain throughout the duration of this Agreement insurance of such type and in such amounts as required by the CRA Executive Director. Certificates of Insurance for any required insurance shall be provided to the CRA at the time of execution of this Agreement and certified copies are to be provided if requested. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the CRA before any policy or coverage is cancelled or restricted.

Contractor shall provide, pay for and maintain in force at all times during the term of this Agreement, such insurance, including General Liability, and Workers' Compensation insurance as stated below:

9.1. Certificates of Insurance must be delivered to the Risk Manager of the City. Certificates of Insurance must clearly identify the contract to which they pertain, including a brief description of the subject matter of the contract. If coverage is not provided, then Contractor is responsible for prompt notice to the CRA Executive Director and the City. Insurance policies for required coverages shall be issued by companies authorized to do business under the laws of the State of Florida and any such companies' financial ratings must be no less than A-VII in the latest edition of · the "BEST'S KEY RATING GUIDE", published by A.M. Best Guide . If the insurance carrier's rating drops, the insurance carrier shall immediately notify the City in writing.

9.2. Coverages shall be in force while all services required to be performed under the terms of this Agreement are being performed. In the event insurance certificates provided to the CRA and the City indicate that the insurance shall terminate and lapse during the contract period, then in that event, the Contractor shall immediately furnish a renewed Certificate of Insurance as proof that equal and like coverages for the period of the Agreement, is in effect. The Contractor and any subcontractor of the Contractor shall not perform or continue any services pursuant to the agreement unless all coverages remain in full force and effect. Any delay in the services caused by a lapse in coverage shall be non-excusable, shall not be grounds for an extension, and will be subject to any other applicable provisions described in this agreement, concerning Contractor or any subcontractor's delay.

SPECIAL PROVISIONS AS TO AUTOMOBILE LIABILITY INSURANCE:
(to be confirmed on or attached to the Official Certificate of Insurance)

- The CRA and the City of Dania Beach are to be added as “Additional Insured";
- 30 Days' Notice of Cancellation or modification to City (if not available on the insurance policies, then Contractor has responsibility for notification); and Waiver of Subrogation.

9.3. Insurance Requirements. The limits described below are minimum limit requirements. Umbrella or Excess Liability policies are acceptable to provide the total required liability limits if the Risk Manager of the City reviews and approves in writing the insurance limits on each of the policies. The City must approve any changes to these specifications and has the right to review and amend coverage requirements. The Contractor shall be held responsible

for any modifications, deviations, or omissions in these insurance requirements. Contractor shall be responsible for any deductible or self-insured amounts.

- **Commercial General Liability**

  A. Limits of Liability (Minimum)
  - Bodily Injury & Property Damage Liability
  - Each Occurrence $1,000,000
  - Policy Aggregate $2,000,000
  - Personal & Advertising Injury $1,000,000
  - Products & Completed Operations $2,000,000

  B. Endorsements Required – Include in body of COI and/or Description of Operations
  - Annual Aggregate shall apply "Per Project/Job"
  - Waiver of Subrogation in favor of the City
  - Insurance shall apply on a primary and non-contributory basis.
  - "The City of Dania Beach, Florida" included as named "Additional Insured."

- **Business Automobile Liability**

  A. Limits of Liability (Minimum)
  - Bodily Injury and Property Damage
  - Combined Single Limit $1,000,000
  - Any Auto/Owned Autos or Scheduled Autos
  - Including Hired and Non- Owned Autos
  - Any One Accident

  B. Endorsements Required - Include in body of COI and/or Description of Operations

- **Workers' Compensation / Employers' Liability**

  A. Employers Liability Limits:
  - $500,000 for bodily injury caused by an accident, each accident.
  - $500,000 for bodily injury caused by disease, each employee.
  - $500,000 for bodily injury caused by disease, policy limit.

  B. Workers Compensation Limits: Statutory - State of Florida
  - Waiver of Subrogation in favor of City

  Workers Compensation must be provided for all persons fulfilling this contract, whether employed, contracted, temporary or subcontracted.

  Contractor(s) must comply with all applicable state and federal workers' compensation laws, including US Longshore and Harbor Workers Compensation Act, Jones Act (maritime), Federal Employers Liability Act (railroad), etc.

  In no event shall Vendor be permitted to utilize in the execution of this agreement, the

following:

A. any employee, subcontractor or subcontractor employee that is exempted or purported to be exempt from Workers' Compensation insurance coverage; or

B. any employee, subcontractor or subcontractor employees who will be covered by an employee leasing arrangement.

- **Umbrella/Excess Liability:** (Excess Follow Form) can be utilized to provide the required limits. Coverage shall be "following form" and shall not be more restrictive than the underlying insurance policy coverages, including all special endorsements and City as Additional Insured status. Umbrella should include Employer's Liability.

- **Other Conditions Required:**

o **Subcontractors' Compliance:** It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

o **Cancellation Requirements:** Required insurance shall *always* be maintained while vendor is on or utilizing City premises. The above policies shall provide the City of Dania Beach with 10 days' written notice of cancellation or material change from the insurer. If the policies do not contain such a provision, it is the responsibility of the Contractor to provide such notice.

o **Notice Requirements: I**f an insurable incident occurs while vendor is engaged in a City project, notification to the City is required.

o **Insurance Carrier Financial Stability Requirements**:

o **Insurance must be provided by companies authorized to do business in the State of Florida**. City reserves the right but not the obligation to reject any insurer providing coverage due to poor or deteriorating financial condition.

The Company must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength, by the latest edition of Best Insurance Guide published by A.M. best Company, or its equivalent. All policies or certificates of insurance are subject to review and verification by Risk Management. If a company is downgraded during the agreement term, Vendor shall notify the City.

Certificates of Insurance/Verification of Coverage: Proof of the required insurance must reflect all required insurance above will be furnished by Vendor to the City of Dania Beach Human Resources Department by Certificate of Insurance within 5 days of notification of award. All certificates (and any required documents) must be received and approved by Human Resources before any work commences to permit Vendor time to remedy any deficiencies.

Valid Certificates verifying coverage is in force as required above and must always be on file with the City during contract. If the policies renew during the term of the Contract, updated Certificates verifying coverage is in force shall be submitted to the City within 10 days of expiration. Contractor and/or any Subcontractor shall not perform or continue to work pursuant to this agreement unless all coverages remain in full force and effect; work delay is subject to provisions in this agreement. If vendor fails to provide proof of insurance within 7 days of City's receipt of notice at any time during this agreement, the City shall have the right to consider the agreement breached, and therefore terminated.

A copy of Additional Insured Endorsement or other endorsements may be attached to the Certificate.

Notices/ Certificate Holder:

City of Dania Beach
100 West Dania Beach Boulevard
Dania Beach, FL 33004

City of Dania Beach CRA (If Applicable)
100 W. Dania Beach Blvd.
Dania Beach, FL 33004

Email: Mitzie Spear
MSpear@daniabeachfl.gov

The City of Dania Beach, Florida reserves the right to review/revise, reject or accept any required policies of insurance, including limits, coverages, or endorsements, herein at the time of the insurance submission.

10. Nondiscrimination

During the term of this Agreement , Contractor shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and agrees to abide by all federal and state laws regarding nondiscrimination.

11. Indemnification

11.1. Contractor shall defend, indemnify, and hold harmless the CRA and City, and their respective officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising out of, related to, or any way connected with Contractor's performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from contracts between the Contractor and third parties made pursuant to this Agreement. Contractor shall reimburse the CRA and City for all expenses including reasonable attorney fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Contractor's performance or non-performance of this Agreement.

11.2. The provisions of this section shall survive termination of this Agreement.

12. Notices/Authorized Representatives

Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the CRA: K. Michael Chen, Executive Director
Dania Beach Community Redevelopment Agency
100 West Dania Beach Boulevard Dania Beach, Florida 33004

For the Contractor: Robin Martin, Executive Director
Rebuilding Together Broward County, Inc.
901 NE 13th Street
Ft Lauderdale, FL 33304

13. Governing Law

This Agreement shall be construed in accordance with and governed by the laws of the State of Florida.

14. Attorney Fees and Waiver of Jury Trial

14.1. All claims, counterclaims, disputes and other matters in question between CRA and Contractor arising out of, relating to or pertaining to this Agreement, or the breach of it, or the services of it, or the standard of performance required in it, shall be addressed by resort to non-binding mediation as authorized under the laws and rules of Florida; provided, however, that in the event of any dispute between the parties, the parties agree to first negotiate with each other for a resolution of the matter or matters in dispute and, upon failure of such negotiations to resolve the dispute, the parties shall resort to mediation.

14.2. If mediation is unsuccessful, any such matter may be determined by litigation in a court of competent jurisdiction for any legal action arising out of or pertaining to this Agreement shall be the Circuit Court for the Seventeenth Judicial Circuit in and for Broward County, Florida, or the federal District Court in the Southern District of the United States. Each party further agrees that venue of any action to enforce this Agreement shall be in Broward County, Florida. In any litigation, the parties agree to each waive any trial by jury of all issues. In the event of any litigation which arises out of, pertains to, or relates to this Agreement, or the breach of it, or the standard of performance required in it, each party shall bear its own attorney fees and costs.

15. Entire Agreement/Modification/Amendment

14.3. This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth in this Agreement.

14.4. No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

16. Ownership and Access to Records and Audits

16.1. All records, books, documents, maps, data, deliverables, papers, and financial information (the "Records") that result from the Contractor providing services to the CRA under this Agreement shall be the property of the CRA.

16.2. The CRA Executive Director or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any Records of the Contractor involving transactions related to this Agreement.

16.3. The CRA may cancel this Agreement for refusal by the Contractor to allow access by the CRA Executive Director or her designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.

16.4. All submissions become the property of the CRA and will not be returned to the Contractor. The CRA will hold all submissions in confidence unless otherwise required by law. The Contractor understands that the CRA is a public body" as defined in Florida Statutes, Section 119.011 (2) and that it is subject to Florida Statutes, Section 119.070 l (2)(a), and the related

provisions of the Florida Public Records Law.

16.5. Contractor agrees to keep and maintain public records in Contractor's possession or control in connection with Contractor' s performance under the Agreement. Contractor additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Contractor shall 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, and following completion of the contract until the records are transferred to the CRA.

16.6. Upon request from the CRA custodian of public records, Contractor shall provide the CRA 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 by Chapter 119, Florida Statutes, or as otherwise provided by law.

16.7. Unless otherwise provided by law, all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with the contract are and shall remain the property of the CRA.

16.8. Upon completion of the contract or in the event of termination by either party, any or all public records relating to the contract in the possession of the Contractor shall be delivered by the Contractor to the CRA Executive Director, at no cost to the CRA, within seven (7) days. All such records stored electronically by Contractor shall be delivered to the CRA in a format that is compatible with the CRA's information technology systems. Once the public records have been delivered upon completion or termination of the contract, the Contractor shall destroy all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

16.9. Any compensation due to Contractor shall be withheld until all records are received as provided in this Agreement.

16.10. Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination of the contract by the CRA.

Pursuant to Section 119.0701(2)(a), Florida Statutes:
IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, THE CONTRACTOR MUST CONTACT THE CRA CUSTODIAN OF PUBLIC RECORDS.

Custodian of Records:	**ELORA RIERA, CITY CLERK**
Mailing Address:	**100 W. Dania Beach Boulevard**
	Dania Beach, Florida 33004
Telephone number:	**954-924-9800, Ext. 3623**
Email:	**eriera@daniabeachfl.gov**

17. Non-assignability, Sub-contractors

This Agreement shall not be assignable or subcontracted in whole or in part by Contractor unless such assignment or subcontract is first approved in writing by the CRA Executive Director. The CRA is relying upon the apparent qualifications and personal expertise of the Contractor, and such Contractor's familiarity with the CRA's circumstances and desires.

18. Severability

If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected, and each remaining term and provision of this Agreement shall be valid and be fully enforceable permitted by law.

19. Independent Contractor

The Contractor and its employees, volunteers and agents shall be and remain independent Contractors and not agents or employees of the CRA with respect to all the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise, or venture between the parties.

20. Compliance with Laws

The Contractor shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the Program.

21. Waiver

The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach, or wrongful conduct.

22. Survival of Provisions

Any terms or conditions of this Agreement that require acts beyond the date of the term of the Agreement shall survive termination of the Agreement and shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. Prohibition of Contingency Fees.

The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed original and such counterparts shall constitute one and the same instrument.

25. Extent of Agreement

This Agreement represents the entire and integrated agreement between the CRA and the Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

26. Conflict

In the event there is a conflict between any of the terms in any of the documents contained in any Exhibit of this Agreement and any terms of this Agreement, the terms of this Agreement shall prevail.

27. Binding Authority

Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing and is authorized to bind and obligate such party with respect to all provisions contained in this Agreement.

SIGNATURES ON THE FOLLOWING PAGES

IN WITNESS OF THE FOREGOING, the parties have executed this Agreement on _____, 2024.

ATTEST:

CRA:
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

_____
ELORA RIERA, MMC
CRA SECRETARY

_____
JOYCE L. DAVIS
BOARD CHAIRPERSON

APPROVED FOR LEGAL FORM AND CORRECTNESS:

_____
EVE A. BOUTSIS
CRA ATTORNEY

CONTRACTOR:

REBUILDING TOGETHER BROWARD COUNTY, INC
A Florida Not For Profit Corporation

_____
SIGNATURE

Robin Martin
PRINT NAME

Executive Director
TITLE

_____
DATE

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of ☐ physical presence or online notarization, on _____, 2025, by Robin Martin as Executive Director of **REBUILDING TOGETHER BROWARD COUNTY, INC**, **a** Florida Not For Profit Corporation. e is personally known to me or has produced _____as identification.

Notary Seal

_____
Notary Public, State of Florida

_____
Printed Name of Notary

My Commission Expires:

Exhibit A
SAFE AT HOME SERVICES AGREEMENT
REBUILDING TOGETHER BROWARD COUNTY
SCOPE OF WORK

A. **Qualified Properties**: The Home Beautification program is targeted at residential properties in which the owner has challenges with maintaining their homes. The defined challenge may be due to one or more of the following conditions of the homeowner or a permanent resident of the property:

- **Age:** The homeowner, specifically, is at least sixty (60) years old;
- **Physical/Mental:** The homeowner or a permanent resident of the property is verified as having a physical or a mental disability.
- **Income:** The homeowner meets HUD qualifications of a low- (80% AMI) to moderate-income (120% AMI) household.
- **Veteran:** The homeowner or a permanent resident of the property is an active or retired veteran of a branch of the U. S. military.

B. **Identify Eligible Homeowners:** Contractor will conduct targeted outreach within the CRA's designated boundary to identify qualifying homeowners. Contractor will also maximize the use of their internal technology and information systems in assessing and meeting the needs of our customers. Contractor will manage all initial contact and screening efforts, ensuring a thorough and organized approach to identifying residents who could benefit from the Home Beautification program, while also ensuring an equitable distribution of program benefits, with selected homes representing a cross-section of CRA communities.

Contractor will create and maintain an organized list of homes, indicating their status as "qualified," "not qualified," or "pending further information." This documentation will support transparency and allow the CRA to monitor program effectiveness across neighborhoods.

For applicants with social services needs outside the Home Beautification program's services and/or qualifying criteria, Contractor will provide referrals to partner agencies that provide services designed to meet other client needs, such as Broward County Elderly and Veterans Services, the AAABC, Legal Aid, Broward Meals on Wheels, Center for Independent Living, and others.

C. **Minor home repairs and project approvals:** Based on a 25-point Health and Safety Assessment performed by the Contractor, Contractor will provide minor interior and/or exterior home improvements for single-family homes within the Dania Beach CRA. The properties selected for repairs will reflect homes spread across all CRA neighborhoods.

The scope of work for Safe At Home improvements and safety upgrades will vary according to the conditions of each specific property and the needs of each homeowner, therefore a criterion for authorization of projects is required as follows:

- **Tier 1 - ADA, Fire, Safety, and Security Improvements:** This tier focuses on immediate, small-scale improvements to enhance the safety and accessibility of homes. These improvements prevent accidents, provide ADA upgrades, and improve overall living conditions.

  Contractor is pre-authorized to perform Tier 1 projects, with total project costs under $1,000.

  Examples of Scope of Work:

  - ADA Compliance Improvements:
    - Installing wheelchair ramps
    - Widening doorways to accommodate mobility devices.
    - Installing grab bars in bathrooms and other areas to prevent falls.
    - Installing shower chairs and handheld faucets.
  - Fire and Safety Improvements:
    - Installing fire alarms and smoke detectors.
    - Installing solar panel safety lighting on the exterior of the home f

- **Tier 2 - Minor Home Health and Safety Improvements**: This tier addresses more substantial health and safety concerns that require moderate investment by improving flooring and ventilation, to enhance healthy living conditions and repairing minor plumbing leaks to prevent water damage and future mold growth.

  Requires CRA Director authorization in advance to perform Tier 2 projects, with total project costs between $1,000 - $3,999.

  Examples of Scope of Work:

  - Health and Safety Enhancements:
    - Installing or repairing ventilation systems to improve indoor air quality.
    - Implement pest control measures to create a healthier living environment .
    - Removal of old carpets that can harbor dust, allergens, and mold.
    - Installing non-slip, easy-to-clean flooring to reduce the risk of falls and improve indoor air quality.
  - Minor Plumbing Repairs:
    - Fixing minor leaks, such as sink drainage leaks.
    - Repairing faucets and toilets and ensuring all plumbing fixtures are in good working condition.

- **Tier 3 - Major Home Health and Safety Improvements:** This tier involves extensive repairs and upgrades that require skilled and/or licensed professionals. These improvements address critical health and safety issues that, if left unresolved, could lead to severe consequences for the resident.

- Requires CRA Board authorization in advance to perform Tier 3 projects, with total project costs of $4,000 or more.

  Examples of Scope of Work:

  - Licensed Contractor Work:
    - Upgrading electrical systems to ensure safety and code compliance.
    - Addressing major plumbing issues that affect water quality and availability.

- A/C Repair or replacement for better air quality.
- Installing new water heaters to ensure reliable hot water access.

- Serious Health and Safety Issues: Miscellaneous serious health and safety issues that need to be addressed, within a reasonable budget and scope of work.

- **Contractor should recognize that the CRA's objective is for this program to serve more homeowners with minor repairs/improvements. Authorization for Tier 2 and Tier 3 projects will likely reply on donations and/or sponsorships that offset CRA costs.**

D. **Building Permits:** Contractor must secure building permits prior to initiating any work that the City of Dania Beach regulations require permits to perform. It is the Contractor's responsibility to determine if work being planned requires a building permit according to the City of Dania Beach regulations.

E. **Deliver No-Cost Services for Homeowners**: In line with the CRA's vision, all services provided under this program will be provided at no cost to homeowners. Dania Beach CRA funding will be utilized for material aid and labor for all clients serviced, Additionally, Contractor will leverage other partnerships and funding to increase the total aid provided to clients. Material aid is defined as construction materials necessary to perform chores and/or housing improvement services. Labor is defined as the necessary work by our team of Home Repair Technicians and program staff to conduct services.

F. **Community Partner and Volunteer Engagement:** Contractor represents that it has long standing relationships with corporate partners who have historically also contributed labor and materials, helping to leverage CRA projects. Contractor will bring together community partners, donors, and volunteers to support the program.

G. Term/Commencement Date: The Agreement becomes effective upon complete execution by both parties and will remain in effect for one (1) year. The CRA has the sole option to renew the agreement annually for up to a maximum of five (5) additional one (1) year periods.

H. Compensation and Payment: The Contractor shall be compensated a maximum total of Fifty Thousand Dollars ($50,000.00) for the "Program", based on actual improvements completed and payable in increments based on completion of tasks listed in Exhibit "A".

The Contractor shall invoice the CRA monthly for services completed on homes. Each invoice shall include a list of the improved properties, name of the homeowner and program qualification documents, a brief description of services completed on each property, and the cost to provide the services to each home. Contractor shall also provide photos of before/after shots of houses improved under this program.

RESOLUTION NO. 2025-CRA-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA"), OF THE CITY OF DANIA BEACH FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE THE AGREEMENT WITH REBUILDING TOGETHER BROWARD COUNTY, INC., A FLORIDA NOT FOR PROFIT CORPORATION, RELATING TO PROVIDING SERVICES IN CONNECTION WITH THE "AT HOME DANIA BEACH SAFE AT HOME PROGRAM" IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS ($50,000.00); PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on May 28, 2024, a CRA Budget Workshop was held and the initiation of the new At Home Dania Beach Safe At Home Program was discussed; and

WHEREAS, on September 9, 2024, the FY2024/25 CRA Budget was approved with funding for the initiation of the new At Home Dania Beach Safe At Home Program; and

WHEREAS, a Request for Proposals (RFP No. CRA-24-026),was initiated on October 3, 3034 and closed on November 4,2024, seeking proposals for providing services for the Danian Beach CRA's Home Beautification and Safe At Home programs; and

WHEREAS, on October 7, 2024, Public Notice of RFP No. CRA-24-026 was published in the Sun Sentinel; and

WHEREAS, the purchasing department determined that the proposal from Rebuilding Together Broward County, Inc. to provide services for the Danian Beach CRA's Home Beautification and Safe At Home programs was the only qualified response to the RFP; and

WHEREAS, Rebuilding Together Broward County, Inc. proposes to provide the required services to perform the services to implement the Safe At Home Program in the CRA, for Fifty Thousand Dollars ($50,000.00); and

WHEREAS, the Executive Director of the Community Redevelopment Agency recommends approval of the Agreement with Rebuilding Together Broward County Inc., for a one (1) year period to commence on January 14, 2025, effective through January 13, 2026, or until the completion of the revitalization services on homes located within the CRA area.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing "Whereas" clauses are ratified and confirmed to be true and correct and they are made a part of and are incorporated into this Resolution be reference.

Section 2. That the proper CRA officials are authorized to execute the Agreement attached as Exhibit "A" and made a part of and incorporated into this Resolution by this reference and that the contract period will begin on January 14, 2025, for a total not to exceed amount of Fifty Thousand Dollars ($50,000.00).

Section 3. That the funding for consulting services is planned and appropriated in the Fiscal Year 2024-2025 Community Redevelopment Agency Fund Professional Services Redevelopment Initiatives Account 106-52-02-552-31-42.

Section 4. That the CRA Executive Director and the CRA Attorney are authorized to make minor revisions to the Agreement as are deemed necessary and proper for the best interest of the CRA.

Section 5. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 6. That this Resolution shall be effective 10 days after passage.

PASSED AND ADOPTED on _____, 2025.

Motion by _____, second by _____.

FINAL VOTE ON ADOPTION: Unanimous ____

	Yes	No
Board member Lori Lewellen	____	____
Board member Luis Rimoli	____	____
Board member Archibald J. Ryan IV	____	____
Vice Chair Marco Salvino	____	____
Chair Joyce L. Davis	____	____

SIGNATURES ON THE FOLLOWING PAGE

ATTEST:

_____	_____
ELORA RIERA, MMC	JOYCE L. DAVIS
CRA CLERK	CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

_____
EVE A. BOUTSIS
CRA ATTORNEY

City of Dania Beach
Memorandum

DATE: 1/14/2025

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: Rebuilding Together Agreement- Home Beautification

Request:
Approve the Agreement with Rebuilding Together Broward County to provide the services for completing forty (40) homes under the At Home Dania Beach Residential Beautification Program for One Hundred, Twenty Thousand dollars ($120,000.00).

Background:
Over the past five years, Rebuilding Together Broward County (Rebuilding) has improved over 200 homes under our At Home Dania Beach Residential Beautification Program with exterior painting and minor landscaping. Rebuilding Together has also assisted more homeowners with minor home repairs beyond their contract and at no additional cost to the City or CRA.

On May 28, 2024, a CRA Budget Workshop was held and the continuation of the At Home Dania Beach Residential Beautification Program was discussed. On September 9, 2024, the FY2024/25 CRA Budget was approved with funding for the continuation of the At Home Dania Beach Residential Beautification Program.

A Request for Proposals (RFP No. CRA-24-026), seeking proposals to provide services for the Danian Beach CRA's Home Beautification and Safe At Home programs was initiated on October 3, 2024 and closed on November 4,2024,. On October 7, 2024, Public Notice of RFP No. CRA-24-026 was published in the Sun Sentinel. Following the RFP response deadline, the purchasing department determined that the proposal from Rebuilding Together Broward County, Inc. was the only qualified response to the RFP.

Current: In their RFP response, Rebuilding Together Broward County, Inc. proposed to provide the required services to perform the services to implement the Residential Beautification Program for forty (40) homes in the CRA, for One Hundred Twenty Thousand Dollars ($120,000.00).

Although the RFP solicited services to perform the scope of work for both the continuation of the At Home Dania Beach Residential Beautification Program and the initiation of the At Home Dania Beach Safe At Home Program, the Community Redevelopment Agency recommends to document the services to perform the scope of work for each program by separate Agreements. This is due to the distinctively different scopes of work for each program and how Rebuilding Together is paid for the performance of their services.

This one-year Agreement and accompanying resolution engages Rebuilding Together to provide the services necessary to continue the Residential Beautification Program on the next forty (40) homes across the neighborhoods within the CRA. Payment for these services shall be an amount not to exceed One Hundred Twenty Thousand Dollars ($120,000.00).

Attachments**:** Resolution for the (1) Year Agreement

Budgetary Impact
The proposed 2025 Agreement for the improvement of forty (40) houses in the CRA is $120,000.00, the same as the 2024 contract price.. This expense was expected and funding for this renewal was included in the FY2024/25 budget, account # 106-52-02-552-31-42.

Recommendation
The CRA recommends CRA Board approval of he Agreement with Rebuilding Together Broward County for one (1) year to perform residential revitalization services under the At Home Dania Beach Beautification Program in an amount not to exceed $120,000.00.

HOME BEAUTIFICATION SERVICES AGREEMENT
REBUILDING TOGETHER BROWARD COUNTY, INC

This is an Agreement ("Agreement") entered into on _____, 2025, by and between the Dania Beach Community Redevelopment Agency, a public body corporate and politic, under Part III, Chapter 163, Florida Statutes ("CRA") with an address of 100 West Dania Beach Boulevard, Dania Beach, Florida 33004, and Rebuilding Together Broward County, Inc., a Florida Not For Profit Corporation ("Contractor"), with a mailing address of 901 NE 13th Street, Ft Lauderdale, Florida 33304, to perform minor exterior home improvements, safety upgrades, and beautification for forty (40) residential properties in the City of Dania Beach, Florida ("City"), in connection with the CRA's "At Home Dania Beach Residential Beautification Program" ("Program"). The City is not a party to this Agreement, but the parties agree that it has certain rights as expressed in this Agreement and that it is intended to be a third-party beneficiary of the covenants in this Agreement.

WHEREAS, the CRA Board adopted the At Home Dania Beach Residential Revitalization Program on June 12, 2018; and

WHEREAS, the At Home Dania Beach Residential Revitalization Program includes beautification grants for residential properties in the Community Redevelopment Area; and

WHEREAS, the CRA Board adopted Resolution No. 2025-CRA-00X on January 14, 2025, to award a bid related to Request for Proposals (RFP No. CRA-24-026) to Rebuilding together Broward County, Inc. and

In consideration of the mutual covenants, terms and conditions contained in the Agreement, and for other good and valuable consideration, the adequacy and receipt of which are acknowledged and agreed upon, the parties agree to the following:

1. Scope of Services/Deliverables

The Contractor tor shall provide services for the Program as described in and attached as Exhibit "A" which is made a part of and incorporated into this Agreement by this reference. Services offered to individuals participating in the Program are not an entitlement and participants cannot be guaranteed services beyond the funding related to the provision of the services to otherwise eligible individuals.

2. Term/Commencement Date

This Agreement shall become effective upon execution by both parties and shall remain in effect through January 13, 2026, unless earlier terminated in accordance with Paragraph 8. The CRA has the sole option to renew the agreement annually for up to a maximum of five (5) additional one (1) year periods.

3. Compensation and Payment

3.1. The Contractor shall be compensated a total of One Hundred, Twenty Thousand Dollars ($120,000.00) for the "Program" payable in increments based on completion of tasks listed in Exhibit "A" for forty (40) houses.

3.2. The Contractor shall invoice the CRA for two equal payments of Sixty Thousand Dollars ($60,000.00) each. The first invoice shall be submitted after twenty (20) residential properties have been identified evaluated for eligibility, and a list of all properties is submitted to the CRA. The second and final invoice shall be submitted within two (2) weeks following the date of the 40th. beautification home has been completed, along with submission to the CRA of all 40 project records, files , photographs, and application documents.

3.3. The CRA shall pay Contractor in accordance with the Florida Prompt Payment Act.

3.4. If a dispute should occur regarding an invoice submitted , the CRA Executive Director may withhold payment of the disputed amount and may pay to the Contractor the undisputed portion of the invoice. Upon written request of the CRA Executive Di rector , the Contractor shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the CRA Executive Director whose decision shall be final.

4. Subcontractors

4.1. The Contractor shall be responsible for all payments to any subcontractors and shall maintain responsibility for all work related to the Program.

4.2. Any subcontractors used on the Program must have the prior written approval of the CRA Executive Director.

5. CRA's Responsibilities

The CRA will:

5.1. Furnish to Contractor, at the Contractor's written request, all available maps, plans, existing studies, reports, and other data pertinent to the services to be provided by Contractor, in possession of the CRA.

5.2. Arrange for access to and make all provisions for Contractor to enter upon real property as required for Contractor to perform services as may be requested in writing by the Contractor.

5.3. CRA will provide services including but not limited to police services, garbage pickup including bulk pickup, for the purpose of providing exterior improvements and repairs.

5.4. CRA will assist with obtaining permits for the home repairs and payment of any permit and inspection fees related to the home repairs.

5.5. CRA will assist with securing a central location within the selected neighborhood(s), at no cost to Contractor, which is to be utilized as a staging area for one Community Block Day, on a day and date to be determined and agreed upon by the CRA and Contractor. The site will be used as the event day headquarters. The location will be used for general set-up and staging, media, mobilization, volunteer coordination and breakfast/lunch distribution.

6. Contractor's Responsibilities

6.1. The Contractor shall exercise the same degree of care, skill, and diligence in the performance of the Program as is ordinarily provided by a Contractor under similar circumstances. If at any time during the term of this Agreement or within one year from the completion of the Program, it is determined that the Contractor's deliverables are incorrect, defective or fail to conform to the Scope of Services of the Program, upon written notification from the CRA Executive Director, the Contractor shall at Contractor's sole expense , immediately correct the work.

6.2. The residential properties selected for repairs will reflect clusters of homes spread across all CRA neighborhoods. CRA will have final approval of all homes and households that will participate in the Program.

6.3. Contractor shall inspect all residential properties prior to acceptance into the Program to determine fitness and suitability of the property to receive the improvements offered through the Program.

6.4. Contractor shall verify homeownership and the income qualification of any household receiving a Beautification grant to ensure consistency with program requirements.

6.5. Contractor shall coordinate with the City's Building Division for any required permit applications, permits issued and inspections performed.

6.6. Contractor shall ensure that all work being done and needing permits will be done by Contractors licensed in Broward County or the State of Florida and/or have a valid certificate of competency from a local governmental authority.

7. Conflict of Interest

To avoid any conflict of interest or any appearance of a conflict, Contractor shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), regarding any issues adversarial to the CRA or City. For the purposes of this section "adversarial" shall mean any development application where CRA or City staff is recommending denial or denied the application, administrative appeal, or court action in which the CRA or City is a party.

8. Termination

8.1. The CRA Executive Director may terminate this Agreement upon thirty (30) days, written notice to the Contractor, or immediately with cause. Contractor may terminate this Agreement with thirty (30) days' written notice to the CRA.

8.2. The Agreement may be terminated for convenience by CRA upon fifteen (15) days' advance written notice to the Contractor (delivered by certified mail, return receipt requested) of intent to terminate and the date on which such termination becomes effective. In such case, the Contractor shall be paid for all acceptable Services performed prior to termination and shall not be entitled to any other costs, fees, or payments.

8.3. Upon receipt of the CRA's written notice of termination, Contractor shall stop work on the Program unless directed otherwise by the CRA Executive Director.

8.4. In the event of termination by the CRA, the Contractor shall be paid for all work accepted by the CRA Executive Director up to the date of termination, provided that the Contractor has first complied with the provisions of Article 6.

8.5. The Contractor shall transfer all books, records, reports, working drafts, designs, documents, maps, and data pertaining to the Program to the CRA, in a hard copy and electronic format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

9. Insurance

The Contractor shall secure and maintain throughout the duration of this Agreement insurance of such type and in such amounts as required by the CRA Executive Director. Certificates of Insurance for any required insurance shall be provided to the CRA at the time of execution of this Agreement and certified copies are to be provided if requested. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the CRA before any policy or coverage is cancelled or restricted.

Contractor shall provide, pay for and maintain in force at all times during the term of this Agreement, such insurance, including General Liability, and Workers' Compensation insurance as stated below:

9.1. Certificates of Insurance must be delivered to the Risk Manager of the City. Certificates of Insurance must clearly identify the contract to which they pertain, including a brief description of the subject matter of the contract. If coverage is not provided, then Contractor is responsible for prompt notice to the CRA Executive Director and the City. Insurance policies for required coverages shall be issued by companies authorized to do business under the laws of the State of Florida and any such companies' financial ratings must be no less than A-VII in the latest edition of · the "BEST'S KEY RATING GUIDE", published by A.M. Best Guide . If the insurance carrier's rating drops, the insurance carrier shall immediately notify the City in writing.

9.2. Coverages shall be in force while all services required to be performed under the terms of this Agreement are being performed. In the event insurance certificates provided to the CRA and the City indicate that the insurance shall terminate and lapse during the contract period, then in that event, the Contractor shall immediately furnish a renewed Certificate of Insurance as proof that equal and like coverages for the period of the Agreement, is in effect. The Contractor and any subcontractor of the Contractor shall not perform or continue any services pursuant to the agreement unless all coverages remain in full force and effect. Any delay in the services caused by a lapse in coverage shall be non-excusable, shall not be grounds for an extension, and will be subject to any other applicable provisions described in this agreement, concerning Contractor or any subcontractor's delay.

SPECIAL PROVISIONS AS TO AUTOMOBILE LIABILITY INSURANCE:
(to be confirmed on or attached to the Official Certificate of Insurance)

- The CRA and the City of Dania Beach are to be added as “Additional Insured";
- 30 Days' Notice of Cancellation or modification to City (if not available on the insurance policies, then Contractor has responsibility for notification); and Waiver of Subrogation.

9.3. Insurance Requirements. T The limits described below are minimum limit requirements. Umbrella or Excess Liability policies are acceptable to provide the total required liability limits if the Risk Manager of the City reviews and approves in writing the insurance limits on each of the policies. The City must approve any changes to these specifications and has the right to review and amend coverage requirements. The Contractor shall be held responsible for any modifications, deviations, or omissions in these insurance requirements. Contractor shall be responsible for any deductible or self-insured amounts.

- **Commercial General Liability**
  A. Limits of Liability (Minimum)
     - Bodily Injury & Property Damage Liability
     - Each Occurrence $1,000,000
     - Policy Aggregate $2,000,000
     - Personal & Advertising Injury $1,000,000
     - Products & Completed Operations $2,000,000
  B. Endorsements Required – Include in body of COI and/or Description of Operations
     - Annual Aggregate shall apply "Per Project/Job"
     - Waiver of Subrogation in favor of the City
     - Insurance shall apply on a primary and non-contributory basis.
     - "The City of Dania Beach, Florida" included as named "Additional Insured."

- **Business Automobile Liability**
  A. Limits of Liability (Minimum)
     - Bodily Injury and Property Damage
     - Combined Single Limit $1,000,000
     - Any Auto/Owned Autos or Scheduled Autos
     - Including Hired and Non- Owned Autos
     - Any One Accident
  B. Endorsements Required - Include in body of COI and/or Description of Operations

- **Workers' Compensation / Employers' Liability**
  A. Employers Liability Limits:
     - $500,000 for bodily injury caused by an accident, each accident.
     - $500,000 for bodily injury caused by disease, each employee.
     - $500,000 for bodily injury caused by disease, policy limit.
  B. Workers Compensation Limits: Statutory - State of Florida
     - Waiver of Subrogation in favor of City

  Workers Compensation must be provided for all persons fulfilling this contract, whether employed, contracted, temporary or subcontracted.

  Contractor(s) must comply with all applicable state and federal workers' compensation laws, including US Longshore and Harbor Workers Compensation Act, Jones Act (maritime), Federal Employers Liability Act (railroad), etc.

  In no event shall Vendor be permitted to utilize in the execution of this Agreement, the following:

A. any employee, subcontractor or subcontractor employee that is exempted or purported to be exempt from Workers' Compensation insurance coverage; or
B. any employee, subcontractor or subcontractor employees who will be covered by an employee leasing arrangement.

- **Umbrella/Excess Liability:** (Excess Follow Form) can be utilized to provide the required limits. Coverage shall be "following form" and shall not be more restrictive than the underlying insurance policy coverages, including all special endorsements and City as Additional Insured status. Umbrella should include Employer's Liability.

- **Other Conditions Required:**

o **Subcontractors' Compliance:** It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

o **Cancellation Requirements:** Required insurance shall *always* be maintained while vendor is on or utilizing City premises. The above policies shall provide the City of Dania Beach with 10 days' written notice of cancellation or material change from the insurer. If the policies do not contain such a provision, it is the responsibility of the Contractor to provide such notice.

o **Notice Requirements: I**f an insurable incident occurs while vendor is engaged in a City project, notification to the City is required.

o **Insurance Carrier Financial Stability Requirements**:

o **Insurance must be provided by companies authorized to do business in the State of Florida**. City reserves the right but not the obligation to reject any insurer providing coverage due to poor or deteriorating financial condition.

The Company must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength, by the latest edition of Best Insurance Guide published by A.M. best Company, or its equivalent. All policies or certificates of insurance are subject to review and verification by Risk Management. If a company is downgraded during the agreement term, Vendor shall notify the City.

Certificates of Insurance/Verification of Coverage: Proof of the required insurance must reflect all required insurance above will be furnished by Vendor to the City of Dania Beach Human Resources Department by Certificate of Insurance within 5 days of notification of award. All certificates (and any required documents) must be received and approved by Human Resources before any work commences to permit Vendor time to remedy any deficiencies.

Valid Certificates verifying coverage is in force as required above and must always be on file with the City during contract. If the policies renew during the term of the Contract, updated Certificates verifying coverage is in force shall be submitted to the City within 10 days of expiration. Contractor and/or any Subcontractor shall not perform or continue to work pursuant to this agreement unless all coverages remain in full force and effect; work delay is subject to provisions in this agreement. If vendor fails to provide proof of insurance within 7 days of City's receipt of notice at any time during this agreement, the City shall have the right to consider the agreement breached, and therefore terminated.

A copy of Additional Insured Endorsement or other endorsements may be attached to the Certificate.
Notices/ Certificate Holder:

City of Dania Beach
100 West Dania Beach Boulevard
Dania Beach, FL 33004

City of Dania Beach CRA (If Applicable)
100 W. Dania Beach Blvd.
Dania Beach, FL 33004

Email: Mitzie Spear
MSpear@daniabeachfl.gov

The City of Dania Beach, Florida reserves the right to review/revise, reject or accept any required policies of insurance, including limits, coverages, or endorsements, herein at the time of the insurance submission.

10. Nondiscrimination

During the term of this Agreement , Contractor shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and agrees to abide by all federal and state laws regarding nondiscrimination.

11. Indemnification

11.1. Contractor shall defend, indemnify, and hold harmless the CRA and City, and their respective officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising out of, related to, or any way connected with Contractor's performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from contracts between the Contractor and third parties made pursuant to this Agreement. Contractor shall reimburse the CRA and City for all expenses including reasonable attorney fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Contractor's performance or non-performance of this Agreement.

11.2. The provisions of this section shall survive termination of this Agreement.

12. Notices/Authorized Representatives

Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the CRA: K. Michael Chen, Executive Director
Dania Beach Community Redevelopment Agency
100 West Dania Beach Boulevard
Dania Beach, Florida 33004

For the Contractor: Robin Martin, Executive Director
Rebuilding Together Broward County, Inc.
901 NE 13th Street
Ft Lauderdale, FL 33304

13. Governing Law

This Agreement shall be construed in accordance with and governed by the laws of the State of Florida.

14. Attorney Fees and Waiver of Jury Trial

14.1. All claims, counterclaims, disputes and other matters in question between CRA and Contractor arising out of, relating to or pertaining to this Agreement, or the breach of it, or the services of it, or the standard of performance required in it, shall be addressed by resort to non-binding mediation as authorized under the laws and rules of Florida; provided, however, that in the event of any dispute between the parties, the parties agree to first negotiate with each other for a resolution of the matter or matters in dispute and, upon failure of such negotiations to resolve the dispute, the parties shall resort to mediation.

14.2. If mediation is unsuccessful, any such matter may be determined by litigation in a court of competent jurisdiction for any legal action arising out of or pertaining to this Agreement shall be the Circuit Court for the Seventeenth Judicial Circuit in and for Broward County, Florida, or the federal District Court in the Southern District of the United States. Each party further agrees that venue of any action to enforce this Agreement shall be in Broward County, Florida. In any litigation, the parties agree to each waive any trial by jury of all issues. In the event of any litigation which arises out of, pertains to, or relates to this Agreement, or the breach of it, or the standard of performance required in it, each party shall bear its own attorney fees and costs.

15. Entire Agreement/Modification/Amendment

14.3. This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth in this Agreement.

14.4. No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

16. Ownership and Access to Records and Audits

16.1. All records, books, documents, maps, data, deliverables, papers, and financial information (the "Records") that result from the Contractor providing services to the CRA under this Agreement shall be the property of the CRA.

16.2. The CRA Executive Director or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any Records of the Contractor involving transactions related to this Agreement.

16.3. The CRA may cancel this Agreement for refusal by the Contractor to allow access by the CRA Executive Director or her designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.

16.4. All submissions become the property of the CRA and will not be returned to the Contractor. The CRA will hold all submissions in confidence unless otherwise required by law. The Contractor understands that the CRA is a public body" as defined in Florida Statutes, Section 119.011 (2) and that it is subject to Florida Statutes, Section 119.070 l (2)(a), and the related provisions of the Florida Public Records Law.

16.5. Contractor agrees to keep and maintain public records in Contractor's possession or control in connection with Contractor' s performance under the Agreement. Contractor additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Contractor shall 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, and following completion of the contract until the records are transferred to the CRA.

16.6. Upon request from the CRA custodian of public records, Contractor shall provide the CRA 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 by Chapter 119, Florida Statutes, or as otherwise provided by law.

16.7. Unless otherwise provided by law, all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with the contract are and shall remain the property of the CRA.

16.8. Upon completion of the contract or in the event of termination by either party, any or all public records relating to the contract in the possession of the Contractor shall be delivered by the Contractor to the CRA Executive Director, at no cost to the CRA, within seven (7) days. All such records stored electronically by Contractor shall be delivered to the CRA in a format that is compatible with the CRA's information technology systems. Once the public records have been delivered upon completion or termination of the contract, the Contractor shall destroy all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

16.9. Any compensation due to Contractor shall be withheld until all records are received as provided in this Agreement.

16.10. Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination of the contract by the CRA.

Pursuant to Section 119.0701(2)(a), Florida Statutes:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, THE CONTRACTOR MUST CONTACT THE CRA CUSTODIAN OF PUBLIC RECORDS.

Custodian of Records:	**ELORA RIERA, CITY CLERK**
Mailing Address:	**100 W. Dania Beach Boulevard** **Dania Beach, Florida 33004**
Telephone number:	**954-924-9800, Ext. 3623**
Email:	**eriera@daniabeachfl.gov**

17. Non-assignability, Sub-contractors

This Agreement shall not be assignable or subcontracted in whole or in part by Contractor unless such assignment or subcontract is first approved in writing by the CRA Executive Director. The CRA is relying upon the apparent qualifications and personal expertise of the Contractor, and such Contractor's familiarity with the CRA's circumstances and desires.

18. Severability

If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected, and each remaining term and provision of this Agreement shall be valid and be fully enforceable permitted by law.

19. Independent Contractor

The Contractor and its employees, volunteers and agents shall be and remain independent Contractors and not agents or employees of the CRA with respect to all the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise, or venture between the parties.

20. Compliance with Laws

The Contractor shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the Program.

21. Waiver

The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach, or wrongful conduct.

22. Survival of Provisions

Any terms or conditions of this Agreement that require acts beyond the date of the term of the Agreement shall survive termination of the Agreement and shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. Prohibition of Contingency Fees.

The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed original and such counterparts shall constitute one and the same instrument.

25. Extent of Agreement

This Agreement represents the entire and integrated agreement between the CRA and the Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

26. Conflict

In the event there is a conflict between any of the terms in any of the documents contained in any Exhibit of this Agreement and any terms of this Agreement, the terms of this Agreement shall prevail.

27. Binding Authority

Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing and is authorized to bind and obligate such party with respect to all provisions contained in this Agreement.

SIGNATURES ON THE FOLLOWING PAGES

IN WITNESS OF THE FOREGOING, the parties have executed this Agreement on _____ _____, 2025.

ATTEST:

CRA:
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

_____
ELORA RIERA, MMC
CRA SECRETARY

_____
JOYCE L. DAVIS
CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

_____
EVE A. BOUTSIS
CRA ATTORNEY

CONTRACTOR:

REBUILDING TOGETHER BROWARD COUNTY, INC
A Florida Not For Profit Corporation

_____
SIGNATURE

Robin Martin
PRINT NAME

Executive Director
TITLE

_____
DATE

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of ☐ physical presence or online notarization, on _____, 2025, by Robin Martin as Executive Director of **REBUILDING TOGETHER BROWARD COUNTY, INC**, **a** Florida Not For Profit Corporation. e is personally known to me or has produced _____as identification.

Notary Seal

_____
Notary Public, State of Florida

_____
Printed Name of Notary

My Commission Expires:

Exhibit A
HOME BEAUTIFICATION SERVICES AGREEMENT
REBUILDING TOGETHER BROWARD COUNTY
SCOPE OF WORK

A. **Qualified Properties**: The Home Beautification program is targeted at residential properties in which the owner has challenges with maintaining their homes. The defined challenge may be due to one or more of the following conditions of the homeowner or a permanent resident of the property:

- **Age:** The homeowner, specifically, is at least sixty (60) years old;
- **Physical/Mental:** The homeowner or a permanent resident of the property is verified as having a physical or a mental disability.
- **Income:** The homeowner meets HUD qualifications of a low- (80% AMI) to moderate-income (120% AMI) household.
- **Veteran:** The homeowner or a permanent resident of the property is an active or retired veteran of a branch of the U. S. military.
-

B. **Identify Eligible Homeowners:** Contractor will conduct targeted outreach within the CRA's designated boundary to identify qualifying homeowners. Contractor will also maximize the use of their internal technology and information systems in assessing and meeting the needs of our customers. Contractor will manage all initial contact and screening efforts, ensuring a thorough and organized approach to identifying residents who could benefit from the Home Beautification program, while also ensuring an equitable distribution of program benefits, with selected homes representing a cross-section of CRA communities. Contractor will create and maintain an organized list of homes, indicating their status as "qualified," "not qualified," or "pending further information." This documentation will support transparency and allow the CRA to monitor program effectiveness across neighborhoods.

For applicants with social services needs outside the Home Beautification program's services and/or qualifying criteria, Contractor will provide referrals to partner agencies that provide services designed to meet other client needs, such as Broward County Elderly and Veterans Services, the AAABC, Legal Aid, Broward Meals on Wheels, Center for Independent Living, and others.

C. **Minor home repairs:** Based on a 25-point Health and Safety Assessment performed by the Contractor, Contractor will provide minor exterior home improvements and beautification for forty (40) single-family homes within the Dania Beach CRA. The properties selected for repairs will reflect homes spread across all CRA neighborhoods. Such improvements and safety upgrades will focus on painting and landscaping and may also include exterior improvements, including pressure washing, minor structural repairs to fascia and cracks, complete exterior painting, and landscaping. Each improvement will maximize both aesthetic appeal and long-term durability. provided at no cost to the homeowners.

D. **Building Permits:** Contractor must secure building permits prior to initiating any work that the City of Dania Beach regulations require permits to perform. It is the Contractor's responsibility to determine if work being planned requires a building permit according to the City of Dania Beach regulations.

E. **Community Block Rebuild Event**: Contractor shall coordinate volunteers and sponsors for a minimum of one (I) Block Rebuild Event. Volunteers will perform minor home repair services including, but not limited to, exterior painting, landscaping, and general beautification activities within the Dania Beach CRA area. During the Community Block Rebuild Event, a minimum of three (3) of the total forty (40) homes will be completed.

F. **Deliver No-Cost Services for Homeowners**: In line with the CRA's vision, all services provided under this program will come at no cost to homeowners. Dania Beach CRA funding will be utilized for material aid and labor for all clients serviced, Additionally, Rebuilding Together Broward County will leverage other partnerships and funding to increase the total aid provided to clients. Material aid is defined as construction materials necessary to perform chores and/or housing improvement services. Labor is defined as the necessary work by our team of Home Repair Technicians and program staff to conduct services.

G. **Community Partner and Volunteer Engagement:** Contractor represents that it has long standing relationships with corporate partners who have historically also contributed labor and materials, helping to leverage CRA projects. Contractor will bring together community partners, donors, and volunteers to support the programs.

H. **Term/Commencement Date:** The Agreement becomes effective upon complete execution by both parties and will remain in effect for one (1) year. The CRA has the sole option to renew the agreement annually for up to a maximum of five (5) additional one (1) year periods.

I. **Compensation and Payment**: Contractor shall be compensated a total of One Hundred, Twenty Thousand Dollars ($120,000.00) for its services payable in increments based on completion of tasks listed in Exhibit "A". The Contractor shall invoice the CRA for two equal payments of Sixty Thousand Dollars ($60,000.00) each. The first invoice shall be submitted after twenty (20) residential properties have been identified, evaluated for eligibility, and a list of these properties is submitted to the CRA. The second and final invoice shall be submitted within two (2) weeks following the date of completion of the fortieth and final beautification project along with all project records, files, photographs, and application documents.

RESOLUTION NO. 2025-CRA-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA"), OF THE CITY OF DANIA BEACH FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE THE AGREEMENT WITH REBUILDING TOGETHER BROWARD COUNTY, INC., A FLORIDA NOT FOR PROFIT CORPORATION, RELATING TO PROVIDING SERVICES IN CONNECTION WITH THE "AT HOME DANIA BEACH RESIDENTIAL BEAUTIFICATION PROGRAM" IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY THOUSAND DOLLARS ($120,000.00); PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on May 28, 2024, a CRA Budget Workshop was held and the continuation of the At Home Dania Beach Residential Beautification Program was discussed; and

WHEREAS, on September 9, 2024, the FY2024/25 CRA Budget was approved with funding for the continuation of the At Home Dania Beach Residential Beautification Program; and

WHEREAS, a Request for Proposals (RFP No. CRA-24-026), was initiated on October 3, 2024 and closed on November 4, 2024, seeking proposals for providing services for the Dania Beach CRA's Home Beautification and Safe At Home programs; and

WHEREAS, on October 7, 2024, Public Notice of RFP No. CRA-24-026 was published in the Sun Sentinel; and

WHEREAS, the purchasing department determined that the proposal from Rebuilding Together Broward County, Inc. to provide services for the Dania Beach CRA's Home Beautification and Safe At Home programs was the only qualified response to the RFP; and

WHEREAS, Rebuilding Together Broward County, Inc. proposes to provide the required services to perform the services to implement the Residential Beautification Program for forty (40) homes in the CRA, for One Hundred Twenty Thousand Dollars ($120,000.00); and

WHEREAS, the Executive Director of the Community Redevelopment Agency recommends approval of the Agreement with Rebuilding Together Broward County Inc., for a one (1) year period to commence on January 14, 2025, effective through January 13, 2026 or until the completion of the revitalization services on the forty (40) homes located within the CRA area, whichever comes later.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing "Whereas" clauses are ratified and confirmed to be true

and correct and they are made a part of and are incorporated into this Resolution be reference.

Section 2. That the proper CRA officials are authorized to execute the Agreement attached as Exhibit "A" and made a part of and incorporated into this Resolution by this reference and that the contract period will begin on January 14, 2025, for a total not to exceed amount of One Hundred Twenty Thousand Dollars ($120,000.00).

Section 3. That the funding for consulting services is planned and appropriated in the Fiscal Year 2024-2025 Community Redevelopment Agency Fund Professional Services Redevelopment Initiatives Account 106-52-02-552-31-42.

Section 4. That the CRA Executive Director and the CRA Attorney are authorized to make minor revisions to the Agreement as are deemed necessary and proper for the best interest of the CRA.

Section 5. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 6. That this Resolution shall be effective 10 days after passage.

PASSED AND ADOPTED on _____, 2025.

Motion by _____, second by _____.

FINAL VOTE ON ADOPTION:	Unanimous ____	
	Yes	No
Board member Lori Lewellen	____	____
Board member Luis Rimoli	____	____
Board member Archibald J. Ryan IV	____	____
Vice Chair Marco Salvino	____	____
Chair Joyce L. Davis	____	____

ATTEST:

_____ _____

ELORA RIERA, MMC
CRA CLERK

JOYCE L. DAVIS
CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

_____

EVE A. BOUTSIS
CRA ATTORNEY

City of Dania Beach
Memorandum

DATE: 1/14/2025

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: Real Time Marketing Group LLC Digital Media Six-Month Contract Renewal

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Request:
Approve the 6-month extension of the Real Time Marketing Group Agreement.

Background:
On November 29, 2018, the CRA executed an agreement with Real Time Marketing Group LLC (RTMG) for a three-year period. The Agreement provided an option to renew the contract for two additional one-year periods with CRA Board Approval. Section 2.1 of the renewed Agreement provides for an extension of up to an additional 180 days by the CRA Executive Director by written notice to the Consultant, with CRA advance approval.

Section 8.1 of the renewed Agreement provides for the termination of this Agreement without cause upon ten (10) days' written notice from the CRA Executive Director to the Consultant.

The RTMG marketing strategy seeks to educate the public and increase awareness for the Dania Beach CRA District Redevelopment Activities through website updates and social media.

- Service includes work and updates on the following CRA websites:
  - Dania Beach CRA.org
  - The PATCH Garden.com
  - Other CRA special event websites
- Social media consultation activities for Dania Beach CRA including:
  - Create promotional concepts, evaluate, and select tools for implementation,
  - Oversee and direct progress and ongoing activities to increase engagement.
  - Monthly promotion of specific CRA activities such as the IP2Mkt Incubator, Dania Beach Business Academy, Dania Beach CRA Beautification Program, and PATCH.
- Digital media: Facebook, Instagram, You Tube

UPDATE: Since the renewal of the current Agreement, there have been several changes in the CRA affecting the scope of work and the associated fees. Examples of these changes include:

- The CRA no longer produces the Dania After Dark and Arts & Seafood Fest events.
- The update of the CRA website has been completely updated. Future maintenance of that website will be managed by VUP media under their existing agreement.
- The Fruitful Fields operating agreement for the PATCH includes some responsibilities for social media promotions, which they are doing. The Fruitful Fields, Love Our Nation and the CRA hosts several community engagement activities at the PATCH every month, which are promoted via social media and/or the newspapers.
- Krystal Permanan, the CRA Business Manager, managed the social media and promotion strategies for FXE and will be the CRA's lead for this in the future.

Notwithstanding the changes in the CRA described above, there is still a need for this type of professional media support – at a materially lower monthly cost. The CRA is currently revising the scope of work for this Agreement and will work with Purchasing to initiate an RFP for the revised services in the near future. Once the RFP is completed, the agreement with the prevailing respondent will be brought to the CRA Board for approval and the remaining term of this 6-month extension will be terminated.

Budgetary Impact
This renewal of the RTMG Agreement reflects a $5,000.00 reduction from FY2023. RTMG will be paid a monthly fee of Two Thousand Four Hundred Seventy-Seven Dollars ($2,477.00) during the renewal period. RTMG's monthly fee was contemplated and included in the FY2025 CRA budget. The funding will come from CRA Account No. 106-52-02-552-31-41: Professional Services CRA - Marketing / PR.

Recommendation
The CRA recommends the approval of a 6-month renewal of the RTMG agreement.

RESOLUTION NO. 2025-CRA-____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING EXECUTION OF AN AGREEMENT FOR SIX-MONTHS OF SERVICES THROUGH REAL TIME MARKETING GROUP, LLC, (RTMG) TO PROVIDE DIGITAL MARKETING SERVICES TO PROMOTE THE DANIA BEACH CRA DISTRICT; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 29, 2018, the City of Dania Beach Community Redevelopment Agency (CRA) executed an agreement with RTMG to enter into a three-year agreement with an option to renew for two (2) additional one (1) year periods with CRA Board approval to provide specialized professional services for social media development, engagement, and online Search Engine Optimization (SEO) to the CRA; and

WHEREAS, on December 12, 2023, the CRA Board approved the second one-year renewal agreement with RTMG with the CRA Board approval; and

WHEREAS, Section 2.1 of the renewed agreement provides for an extension of up to an additional 180 days by the CRA Executive Director by written notice to the Consultant with the CRA Board approval; and

WHEREAS, Section 8.1 of the renewed agreement provides for the termination of the agreement without cause upon ten (10) days' written notice from the CRA Executive Director; and

WHEREAS, the CRA wishes to enter into an agreement for six-months of services based upon the authorization provided in Section 2.1 in the November 29, 2018 agreement, for services through RTMG, with the CRA Board approval; and

WHEREAS, the CRA deems it in its best interest to use RTMG as the Digital Marketing Consultant to the CRA for the next six months;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing "Whereas" clauses are ratified and confirmed to be true and correct and they are made a part of and are incorporated into this Resolution by reference.

Section 2. That the CRA authorizes a a six-month agreement for services to be executed with RTMG, and a copy of the applicable Scope of Services is attached as Exhibit "A" and is made part of and incorporated into this Resolution by this reference; provided, however that no agreement will be effective unless and until it has been executed by all parties.

Section 3. That the CRA authorizes professional services by RTMG, LLC payable monthly fee in an amount not to exceed Two Thousand Four Hundred Seventy-Seven Dollars ($2,477.00) during the renewal period.

Section 4. That the Executive Director and CRA Attorney are authorized to make minor revisions to the Agreement relating to digital marketing services as are deemed necessary and proper for the best interests of the CRA.

Section 5. That all purchases shall be subject to and made within the annual budget appropriations and in accordance with the City of Dania Beach Purchasing Policy.

Section 6. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 7. That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED on _____, 2025.

Motion by _____, second by _____

FINAL VOTE ON ADOPTION:

Board Member Lori Lewellen _____

Board Member Luis Rimoli _____

Board Member Archibald J. Ryan IV _____

Vice Chair Marco Salvino _____

Chair Joyce L. Davis _____

ATTEST:

ELORA RIERA, MMC CRA CLERK	JOYCE L. DAVIS CRA BOARD CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

EVE A. BOUTSIS
CRA ATTORNEY

PROFESSIONAL SERVICES AGREEMENT BETWEEN
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
AND
REAL TIME MARKETING GROUP, LLC. (RTMG)

THIS AGREEMENT is made as of _____, 2025 by and between the DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY (**CRA**), a public body corporate and politic created pursuant to Part III of Chapter 163 Florida Statutes, having an address at 100 West Dania Beach Boulevard, Dania Beach, Florida 33004, RTMG **(Consultant)** having an address at 2772 Jordan Pointe Blvd, New Hill, NC 26562.

WHEREAS, the Consultant and CRA, through mutual negotiation, have agreed upon a scope of services, schedule, and fee for online marketing strategies and services to promote the CRA District (**Project**); and

WHEREAS, the CRA wishes to engage the Consultant to perform the services specified below;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement the Consultant and the CRA agree as follows.

1. Scope of Services/Deliverables

The Consultant shall furnish professional services to the CRA as set forth in the Scope of Services for the Project as specified in Exhibit "A" attached to this Agreement.

2. Term/Commencement Date

2.1 This Agreement shall be for a period of six-months and become effective upon execution by both parties and shall remain in effect for six (6) months.

2.2 Consultant agrees that time is of the essence and Consultant shall complete each deliverable for the Project within the timeframes set forth in the Project and Payment Schedule, unless extended in writing by the CRA Executive Director.

3. Compensation and Payment

3.1 The Consultant shall be compensated as follows: Two Thousand, Four Hundred Seventy-Seven Dollars ($2,477.00) to be paid monthly.

3.2 The Consultant shall invoice the CRA upon the completion of each task or deliverable in accordance with the Project Schedule or monthly if the Project Schedule does not otherwise specify. The monthly invoice shall include a breakdown of each task for which work was performed during the billing cycle and state the number of hours spent that are associated with each such task.

3.3 The CRA shall pay Consultant in accordance with the Florida Prompt Payment Act.

3.4 If a dispute should occur regarding an invoice submitted, the CRA Executive Director may withhold payment of the disputed amount and may pay Consultant the undisputed portion of the invoice. Upon written request of the CRA Executive Director, the Consultant shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the CRA Executive Director whose decision shall be final.

4. Subconsultants

4.1 The Consultant shall be responsible for all payments to any subconsultants and shall maintain responsibility for all work related to the Project.

4.2 Any subconsultants used on the Project must have the prior written approval of the CRA Executive Director.

5. CRA's Responsibilities

5.1 Furnish to Consultant, at the Consultant's written request, all available maps, plans, existing studies, reports and other data pertinent to the services to be provided by Consultant, in possession of the CRA.

5.2 Arrange for access to and make all provisions for Consultant to enter upon virtual property as required for Consultant to perform services as may be requested in writing by the Consultant.

6. Consultant's Responsibilities

The Consultant shall exercise the same degree of care, skill and diligence in the performance of the Project as is ordinarily provided by a consultant under similar circumstances. If at any time during the term of this Agreement or within one year from the completion of the Project, it is determined that the Consultant's deliverables are incorrect, defective or fail to conform to the Scope of Services of the Project, upon written notification from the CRA Executive Director, the Consultant shall at Consultants' sole expense, immediately correct the work.

7. Conflict of Interest

To avoid any conflict of interest or any appearance of a conflict, Consultant shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), with regard to any issues adversarial to the CRA. For the purposes of this section "adversarial" shall mean any development application where staff is recommending denial or denied the application or any administrative appeal or court action in which the CRA is a party.

8. Termination

8.1 The CRA Executive Director without cause may terminate this Agreement upon ten (10) days written notice to the Consultant, or immediately with cause.

8.2 Upon receipt of the CRA's written notice of termination, Consultant shall stop work on the Project unless directed otherwise by the CRA Executive Director.

8.3 In the event of termination by the CRA, the Consultant shall be paid for all work accepted by the CRA Executive Director up to the date of termination, provided that the Consultant has first complied with the provisions of Paragraph

8.4 The Consultant shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Project to the CRA, in a hard copy and electronic format within 14 days from the date of the written notice of termination or the date of expiration of this Agreement.

9. Insurance

The Consultant shall secure and maintain throughout the duration of this Agreement insurance of such type and in such amounts as required by the CRA Executive Director. Certificates of Insurance for any required insurance shall be provided to the CRA at the time of execution of this Agreement and certified copies provided if requested. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the CRA before any policy or coverage is cancelled or restricted.

Consultant shall provide, pay for and maintain in force at all times during 1he term of 1his Agreement, such insurance, including General Liability, and Workers' Compensation insurance as stated below:

9.1 Certificates of Insurance must be delivered to 1he Risk Manager of 1he City. All Certificates of Insurance must clearly identify 1he contract to which they pertain, including a brief description of1he subject matter of1he contract. If coverage is not provided, 1hen Consultant is responsible for prompt notice to the CRA Executive Director and 1he City. Insurance policies for required coverages shall be issued by companies au1horized to do business under1he laws of1he State of Florida and any such companies' financial ratings must be no less than A-VII in 1he latest edition of· the "BEST'S KEY RATING GUIDE", published by A.M. Best Guide. In 1he event 1hat1he insurance carrier's rating shall drop, 1he insurance carrier shall immediately notify1he City in writing.

9.2 Coverages shall be in force while all services required to be performed under 1he terms of this Agreement are being performed. In 1he event insurance certificates provided to 1he CRA and 1he City indicate 1hat 1he insurance shall terminate and lapse during1he Project period, then in1hat event, 1he Consultant shall immediately furnish a renewed Certificate of insurance as proof that equal and like coverages for1he period of1he Agreement, is in effect. The Consultant and any subconsultant of 1he Consultant shall not perform or continue any services pursuant to 1he agreement unless all coverages remain in full force and effect. Any delay in 1he services caused by a lapse in coverage shall be non-excusable, shall not be grounds for an extension, and will be subject to any oilier applicable provisions described in this agreement, concerning Consultant or its or any subconsultant's delay.

9.3 Insurance Requirements. The below coverages are minimum limit requirements. Umbrella or Excess Liability policies are acceptable to provide the total required liability limits, as long as the Risk Manager of 1he City reviews and approves in writing 1he insurance limits on each of 1he policies. The City must approve any changes to 1hese specifications and has the right to review and amend coverage requirements. The Consultant shall be held responsible for any modifications, deviations, or omissions in these insurance requirements. Consultant shall be responsible for any deductible or self-insured amounts.

9.3.1 General Liability Insurance to include bodily injury, broad form property damage, blanket contractual liability, and personal injury with limits of no less 1han One Million Dollars ($1,000,000.00) per occurrence, combined single limit for bodily injury liability and property damage liability. **General liability insurance special provisions**:

- The CRA and CITY are to be added as Additional Named Insureds;
- Additional named insured coverage shall be no more restrictive than Insurance Services Office (ISO) form CG 2037 (07 04);
- Consultant's insurance shall be primary and non-contributory;

- Waiver of Subrogation in favor of the CRA and City;
- Copy of Additional Named Insured Endorsement or other endorsements may be attached to the Certificate.

9.3.2 Workers' Compensation insurance to apply for all employees in compliance with the "Workers' Compensation Law" of the State of Florida and all applicable federal laws, for the benefit of the Consultant and its employees.

9.3.3 The Consultant shall provide the Risk Manager of the City Certificates of Insurance for coverage and policies required by this Agreement. Such policies and coverage shall not be affected by any other policy of insurance which the City or the CRA may carry in their own.

10. Nondiscrimination

During the term of this Agreement, Consultant shall not discriminate against any ofits employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

11. Indemnification.

11.1 Consultant shall defend, indemnify, and hold harmless the CRA and its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising out of, related to, or any way connected with Consultant's performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from contracts between the Consultant and third parties made pursuant to this Agreement. Consultant shall reimburse the CRA for all of its expenses including reasonable attorney fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Consultant's performance or non-performance of this Agreement.

11.2 The provisions of this section shall survive termination of this Agreement.

12. Notices/Authorized Representatives

Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the CRA:	K. Michael Chen, Executive Director Dania Beach Community Redevelopment Agency 100 West Dania Beach Boulevard Dania Beach, FL 33004
For The Consultant:	Terra Spero Real Time Marketing Group, LLC 2772 Jordan Pointe Blvd New Hill, NC 26562

13. Governing Law

This Agreement shall be construed in accordance with and governed by the laws of the State of Florida.

14. Entire Agreement/Modification/Amendment

14.1 This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth in this Agreement.

14.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

15. Attorney Fees and Waiver of Jury Trial

15.1 Venue: Fees. All claims, counterclaims, disputes and other matters in question between CRA and Consultant arising out of, relating to or pertaining to this Agreement, or the breach of it, or the services of it, or the standard of performance required in it, shall be addressed by resort to non- binding mediation as authorized under the laws and rules of Florida; provided, however, that in the event of any dispute between the parties, the parties agree to first negotiate with each other for a resolution of the matter or matters in dispute and, upon failure of such negotiations to resolve the dispute, the parties shall resort to mediation.

15.2 If mediation is unsuccessful, any such matter may be determined by litigation in a court of competent jurisdiction for any legal action arising out of or pertaining to this Agreement which shall be the Circuit Court for the Seventeenth Judicial Circuit in and for Broward County, Florida, or the federal District Court in the Southern District of the United States. Each party further agrees that venue of any action to enforce this Agreement shall be in Broward County, Florida. In any litigation, the parties agree to each waive any trial by jury of any and all issues. In the event of any litigation which arises out of, pertains to, or relates to this Agreement, or the breach of it, or the standard of performance required in it, each party shall bear its own attorney fees and costs.

16. Ownership and Access to Records and Audits

16.1 All records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Consultant providing services to the CRA under this Agreement shall be the property of the CRA.

16.2 The CRA Executive Director or his designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Consultant involving transactions related to this Agreement.

16.3 The CRA may cancel this Agreement for refusal by the Consultant to allow access by the CRA Executive Director or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.

17. Non-assignability

This Agreement shall not be assignable by Consultant unless such assignment is first approved in advance in writing by the CRA Executive Director. The CRA is relying upon the apparent qualifications and personal expertise of the Consultant, and such firm's familiarity with the CRA's area, circumstances and desires.

18. Severability

If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

19. Independent Contractor

The Consultant and its employees and agents shall be and remain independent contractor and not agents or employees of the CRA with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

20. Compliance with Laws

The Consultant shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the Project.

21. Waiver

The failure of either party to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach, or wrongful conduct.

22. Survival of Provisions

Any terms or conditions of either party that requires acts beyond the the term of the Agreement shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed, and shall be fully enforceable by either party.

23. Prohibition Of Contingency Fees.

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. Counterparts

This Agreement may be executed in several counterparts, each of which shall be deemed original and such counterparts shall constitute one and the same instrument.

25. Ownership and Access to Records and Audits.

25.1 All records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Consultant providing services to the CRA under this Agreement shall be the property of the CRA.

25.2 All submissions become the property of the CRA and will not be returned to the Consultant. The CRA will hold all submissions in confidence unless otherwise required by law. The Consultant should be aware that the CRA is a "public body" as defined in Florida Statutes, Section 119.011(2) and that it is subject to Florida Statutes, Section 119.0701(2)(a), and the related provisions of the Florida Public Records Law.

25.3 Consultant agrees to keep and maintain public records in Consultant's possession or control in connection with Consultant's performance under the Agreement. Consultant additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Consultant shall 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, and following completion of the contract until the records are transferred to the CRA.

25.4 Upon request from the CRA custodian of public records, Consultant shall provide the CRA 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 by Chapter 119, Florida Statutes, or as otherwise provided bylaw.

25.5 Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with the contract are and shall remain the property of the CRA.

25.6 Upon completion of the contract or in the event of termination by either party, any and all public records relating to the contract in the possession of the Consultant shall be delivered by the Consultant to the CRA Executive Director, at no cost to the CRA, within seven (7) days. All such records stored electronically by Consultant shall be delivered to the CRA in a format that is compatible with the CRA's information technology systems. Once the public records have been delivered upon completion or termination of the contract, the Consultant shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

25.7 Any compensation due to Consultant shall be withheld until all records are received as provided in this Agreement.

25.8 Consultant's failure or refusal to comply with the provisions of this section shall result in the immediate termination of the contract by the CRA.

Pursuant to Section 119.0701(2)(a), Florida Statutes:

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, THE CONSULTANT MUST CONTACT THE CRA CUSTODIAN OF PUBLIC RECORDS.

Custodian of Records:	Elora Riera, MMC, CRA Clerk
Mailing Address:	100 W. Dania Beach Boulevard Dania Beach, Florida 33004
Telephone number: Email:	954-924-9800, Ext. 3623 eriera@daniabeachfl.gov

SIGNATURES ON THE FOLLOWING PAGES

IN WITNESS OF THE FOREGOING, the parties have executed this Agreement effective on the date first appearing above.

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

ATTEST:

BY: _____
Elora Riera, MMC
CRA Clerk

BY: _____
Joyce L. Davis
CRA Chairperson

APPROVED AS TO LEGAL FORM AND CORRECTNESS:

BY: _____
Eve A, Boutsis
CRA Attorney

Signed, sealed and delivered in the presence of the following witnesses:

CONSULTANT:
REAL TIME MARKETING GROUP, LLC
a foreign company registered to conduct business in Florida

_____
SIGNATURE

_____
PRINT NAME

_____
SIGNATURE

_____
PRINT NAME

_____
SIGNATURE

_____
PRINT NAME

Terra Spiro
PRINT NAME

Owner
TITLE

_____
DATE

STATE OF NORTH CAROLINA
COUNTY OF WAKE

The foregoing instrument was acknowledged before me by means of ☐ physical presence or online notarization, on _____, 2025, by Terra Spiro as Owner of REAL TIME MARKETING GROUP, LLC, a foreign company registered to conduct business in Florida. She is personally known to me or has produced _____as identification.

Notary Seal

_____
Notary Public, State of North Carolina

_____
Printed Name of Notary

My Commission Expires:

EXHIBIT"A"
SCOPE OF SERVICES and DELIVERABLES
REAL TIME MARKETING GROUP, LLC. (Consultant)

GOALS FOR ONLINE MARKETING STRATEGY

- Increase awareness and buzz for the Dania Beach CRA District & Activities through social media.
- Educate the public on events, businesses, and promotions in the Dania Beach CRA District through social media.
- Create awareness about the transition and opportunities in the Dania Beach CRA District through social media & digital promotion.
- Support destination loyalty by monitoring for and addressing comments in conjunction with team members.
- Establish measurements with benchmarks and evaluate traffic to determine the successful direction of campaigns and recommend development for future digital marketing plans.
- Provide monthly/quarterly reports to measure digital success.

APPROACH

Most engagements will be aimed at driving community development and awareness focusing on the history and the future of the area. During this period the agency will continue monitoring the progress of the campaigns and provide monthly reporting on results, in addition to recommendations for ongoing strategy. These approaches will continue to be cutting edge digital plans, that are award-worthy and award-winning!

MARKETING SERVICES

1 SOCIAL MEDIA DEVELOPMENT, ENGAGEMENT AND SOCIAL SEO

The Consultant will support the internal team in the daily, ongoing social media management activities. This will be a partnership role between the CRA team, the community merchants, and the selected agency.

2 SOCIAL MEDIA CONSULTATION ACTIVITIES FOR DANIA BEACH CRA

- Create strategies and post promotional materials for CRA and IP2Mkt cohorts, programs, and events
- Weekly Monitoring: Brand mentions in online media, social media
- Reporting for Facebook: Audience, traffic, engagement, conversions
- Weekly Phone Call/Emails to Review:
  - Upcoming content
  - Strategy
  - Promotion suggestions
  - Tactics, best practices
  - Graphic Design of social content to meet platform standards

- Monthly Engagement: Devise promotion concepts, research, evaluate and select tools for implementation, oversee and direct team on progress and ongoing activities to increase engagement.
- Development with internal team of a monthly calendar that focuses on events, activities, and promotions to provide scheduled daily posts.
- Social media ads management.
- Facebook & Instagram ad buys and ad measurement.
- Measurement and evaluation of all advertising campaigns.
- Management and optimization of all advertising buys based upon social bids for demographic.
- YouTube ad buys as determined necessary.
- Facebook.
- Scheduling of daily posts filled with curated photos of local events & CRA programs.
- Instagram.
- Work with internal team on recommendations for Instagram strategy.
- Assist with Instagram content when staff is unavailable or on vacation.

3 PROJECT MANAGER

The agency will assign a Project Manager who will be the Client's primary contact regarding the account. As the person with the most knowledge of your account, all questions regarding the Services and billing should be initially directed to your Project Manager for resolution. The agency reserves the right to change your client manager as needed to best serve your account.

4 WEBSITE PAGE CONSULTING & UPDATES

DANIABEACHCRA.ORG

The agency provides **1** hour per month of website event updates and minor edits for the Dania Beach CRA website, any major updates or content changes beyond this l hour per month can be purchased at the pricing listed below the scope of work.

THEPATCHGARDEN.COM

The agency provides 1 hour per month of website event updates and minor edits for The PATCH GARDEN website, any major updates or content changes beyond this 1 hour per month can be purchased at the pricing listed below.

WEBSITE PAGE UPDATING

R1MG is available to assist in major updating of the Dania Beach CRA website. RTMG will allocate up to 10 hours per month in updating the Dania Beach CRA website for $500 or will provide an hourly service at $75/hour as deemed necessary by the CRA Executive Director.