

Agenda Item # C - 3

VILLAGE OF ROYAL PALM BEACH

Agenda Item Summary

AGENDA ITEM: APPROVAL AND AUTHORIZATION FOR THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH ELVIRA (DOLLY) HUGHES IN THE AMOUNT OF \$17,680.00 FOR THE DELIVERY AND COORDINATION OF SENIOR ACTIVITIES AND SPECIAL EVENTS FOR THE RESIDENTS OF THE VILLAGE OF ROYAL PALM BEACH.

ISSUE: THE Village wishes to continue the services of Elvira (Dolly) Hughes for the delivery and co-ordination of Senior Activities and Special Events effective October 1, 2009 – September 30, 2010 for an annual salary of \$17,680.00. This item is budgeted in account # 001-7220-572-34-96

RECOMMENDED ACTION: Staff recommends approval.

Initiator:	Village Manager	Agenda	Village Council
Director of Parks and Recreation	Approval:	Date:	Action:
		November 5, 2009	

**VILLAGE OF ROYAL PALM BEACH
PROVISION OF SERVICES AGREEMENT**

This agreement, entered into this ____ day of _____, 20____ retroactively effective to October 1, 2009, by and between The Village of Royal Palm Beach, a municipal corporation with offices located at 1050 Royal Palm Beach Boulevard, Royal Palm Beach Florida, 33411, organized in accordance with the laws of Florida, hereinafter referred to as the “**VILLAGE**”, and **Elvira Hughes**, an individual residing at **117 Derby Lane, Royal Palm Beach, FL, 33411**, hereinafter referred to as the “**CONTRACTOR**.”

WHEREAS, the Village Council of the Village of Royal Palm Beach has determined it to be in the best interest of the VILLAGE to enter into a contract for the provision of services as set forth below; and

WHEREAS, since CONTRACTOR has agreed to provide the required services under the same terms and conditions as needed by the VILLAGE.

NOW, THEREFORE, and in consideration of mutual terms, conditions, promises, covenants and payments hereinafter set forth, VILLAGE and CONTRACTOR agree as follows:

1. **Recitals:** The above recitals are true and correct.

2. **Scope of Services:**
 - Date of Commencement: October 1, 2009

 - Location: Royal Palm Beach Cultural Center
 150 Civic Center Way
 Royal Palm Beach, FL 33411

 - Times: As needed, not to exceed 30 hours per week.

 - Description: To assist the Cultural Center Supervisor in the delivery and co-ordination of Senior Activities and Special Events to the residents of the Village of Royal Palm Beach.

3. **Term:** This agreement shall be for one (1) year, commencing on the date above, and may be renewed after the one (1) year term upon mutual consent of the parties.

The CONTRACTOR shall take proper safety and health precautions, including the employment of needed assistance, to protect participants, the VILLAGE, the public and the property of others. CONTRACTOR shall also be responsible for all services performed until completion of the contract.

9. Amendments and Assignments

No modification or alteration of the terms and conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

CONTRACTOR shall not transfer or assign the performance of services called for in the Agreement without prior written consent of the VILLAGE.

WITNESSES:

CONTRACTOR:

Elvira Hughes

(Signature)

WITNESSES:

VILLAGE OF ROYAL PALM BEACH:

David Farber, Village Manager

ATTEST:

Diane DiSanto, Village Clerk

