

**ORDINANCE**

**CITY OF NEW ORLEANS**

**CITY HALL: August 21, 2025**

**CALENDAR NO. 35,216**

**NO. \_\_\_\_\_ MAYOR COUNCIL SERIES**

**BY: COUNCILMEMBER KING BY REQUEST)**

**AN ORDINANCE** to authorize the Mayor of the City of New Orleans (the “City”) to enter into an Amendment to the Cooperative Endeavor Agreement (“CEA”) between the City and YouthForce NOLA that will extend the CEA’s term for eight (8) months, increase the CEA’s compensation, and modify certain terms and conditions within the CEA, as more fully set forth in the form attached hereto as Exhibit “1” and made a part hereof; and otherwise to provide with respect thereto.

**WHEREAS**, pursuant to the authority contained in Article 7, Section (14)(C) of the Louisiana Constitution of 1974, and statutory authority supplemental thereto, the State of Louisiana and its political subdivisions, including the City of New Orleans (“City”), may enter into cooperative endeavors with each other or with any public or private corporation or individual; and

**WHEREAS**, pursuant to Section 9-314 of the Home Rule Charter of the City of New Orleans, the City may enter into cooperative endeavors with any public or private association, corporation, or individual for activities in support of economic growth or other public purposes; and

**WHEREAS**, YouthForce NOLA is a non-profit corporation, whose principal address is 1100 Poydras St., Suite 1405, New Orleans, LA, 70163; and

**WHEREAS**, the City and YouthForce NOLA desire to enter into the attached Amendment to the parties’ CEA relative to the valued public purpose of providing two hundred and fifty (350) high school internships as well as career and training awareness activities to nine thousand (9,000) participants that will provide soft skill training in business etiquette, workplace rights & responsibilities, coaching, and case management for in-school youth; and

**WHEREAS**, the City and YouthForce NOLA desire to enter into this Amendment to extend the term of the CEA for one (1) year, to increase the CEA’s compensation, and to set forth certain other matters in connection therewith; **NOW, THEREFORE**

1           **SECTION 1. THE COUNCIL OF THE CITY OF NEW ORLEANS HEREBY**  
2 **ORDAINS**, That the Mayor, on behalf of the City, is hereby authorized to enter into an  
3 Amendment to its CEA with YouthForce NOLA to extend the CEA’s term for eight (8) months,  
4 to increase the CEA’s compensation, and to modify certain terms and conditions in the form  
5 attached hereto as Exhibit “1”.

1           **SECTION 2.** That said Second Amendment to the previously-executed Cooperative  
2 Endeavor Agreement is attached hereto as Exhibit “1” and incorporated and made a part hereof.

**ADOPTED BY THE COUNCIL OF THE CITY OF NEW ORLEANS** \_\_\_\_\_

\_\_\_\_\_  
**PRESIDENT OF THE COUNCIL**

**DELIVERED TO THE MAYOR ON** \_\_\_\_\_

**APPROVED:**  
**DISAPPROVED:** \_\_\_\_\_

\_\_\_\_\_  
**MAYOR**

**RETURNED BY THE MAYOR ON** \_\_\_\_\_ **AT** \_\_\_\_\_

\_\_\_\_\_  
**ASSISTANT CLERK OF COUNCIL**

**ROLL CALL VOTE:**  
**YEAS:**  
**NAYS:**  
**ABSENT:**  
**RECUSED:**

**EXHIBIT 1**

**AMENDMENT NUMBER 2 TO THE  
COOPERATIVE ENDEAVOR AGREEMENT BETWEEN  
THE CITY OF NEW ORLEANS AND YOUTHFORCE NOLA**

**AMENDMENT NO. 2 TO COOPERATIVE ENDEAVOR AGREEMENT**

**BETWEEN**

**THE CITY OF NEW ORLEANS**

**AND**

**YOUTHFORCE NOLA**

**YOUTH TALENT DEVELOPMENT: CAREER AWARENESS, SOFT SKILLS, AND  
INTERNSHIPS**

**THIS SECOND AMENDMENT** (the “**Amendment**”) is entered into by and between the City of New Orleans, represented by LaToya Cantrell, Mayor (the “**City**”), and YouthForce NOLA, represented by Cate Swinburn, President (the “**Contractor**”). The City and the Contractor are sometimes each referred to as a “**Party**,” and collectively, as the “**Parties**.” The Amendment is effective January 1, 2025 (the “**Effective Date**”).

**RECITALS**

**WHEREAS**, effective May 1, 2023, the City and the Contractor entered into a cooperative endeavor agreement for the Contractor to provide soft skills training in business etiquette, workplace rights and responsibilities, coaching, and case management for in-school youth (the “**Agreement**”); and

**WHEREAS**, on May 1, 2024, the City and the Contractor entered into an amendment to extend the contract date and to add additional funding (the “**Amendment One**”); and

**WHEREAS**, the City and the Contractor, each having the authority to do so, desire to enter this Amendment to extend the agreement and to increase the compensation;

**NOW THEREFORE**, for good and valuable consideration, the City and the Contractor amend the Agreement as follows:

1. **Extension**. In accordance with Article IV/Section B of the Agreement, the term is extended for an additional 8 months from June 1, 2025, through December 31, 2025.
2. **Compensation**. The compensation described in Article III/Section A of the Agreement is increased by \$850,000.00, from \$1,500,000.00 to a total amount not to exceed \$2,350,000.00. The City will pay the Contractor on a monthly cost reimbursement basis after the Contractor's submission of a monthly invoice and reporting narrative in accordance with the requirements outlined in Article I, Section (C).
3. **Convicted Felon Statement**. The Contractor swears that it complies with City Code Section 2-8(c). No Contractor principal, member, or officer has, within the preceding five years, been convicted of, or pled guilty to, a felony under state or federal statutes for embezzlement, theft of public funds, bribery, or falsification or destruction of public records.

4. **Non-Solicitation Statement.** The Contractor swears that it has not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Amendment. The Contractor has not paid or agreed to pay any person, other than a bona fide employee working for it, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from this Amendment.
5. **Prior Terms Binding.** Except as otherwise provided by this Amendment, the terms and conditions of the Agreement, as amended, remain in full force and effect.
6. **Electronic Signature and Delivery.** The Parties agree that a manually signed copy of this Amendment and any other document(s) attached to this Amendment delivered by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Amendment. No legally binding obligation shall be created with respect to a Party until such Party has delivered or caused to be delivered a manually signed copy of this Amendment.

**[SIGNATURES CONTAINED ON NEXT PAGE]**

**[The remainder of this page is intentionally left blank.]**

**IN WITNESS WHEREOF**, the City and the Contractor, through their duly authorized representatives, execute this Amendment.

**CITY OF NEW ORLEANS**

**BY:** \_\_\_\_\_  
**LATOYA CANTRELL, MAYOR**

Executed on this \_\_\_\_\_ of \_\_\_\_\_, 2025

**FORM AND LEGALITY APPROVED:**  
**Law Department**

**By:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**YOUTHFORCE NOLA**

**BY:** \_\_\_\_\_  
**CATE SWINBURN, PRESIDENT**

\_\_\_\_\_  
**FEDERAL TAX I.D.**

Name Neia Limar Ext. 84504  
Person responsible for routing

**CHECK SHEET TO BE USED FOR  
CLEARING ORDINANCES, MOTIONS, AND RESOLUTIONS  
BEFORE SUBMISSION TO COUNCIL CLERK**

The originating agency shall attach a copy of each proposed ordinance, motion, or resolution to the check sheet for processing in the sequence indicated after preparing a synopsis. The detailed memorandum of explanation shall also be attached to this check sheet.

SYNOPSIS OF DOCUMENT: To enter into an agreement with YouthForce NOLA to extend the Agreement terms, to increase the Agreement compensation, and to modify certain terms and conditions for continuity of services. Additional funds will serve an additional 100 interns, 150 for career exploration and increase the hours by approx. 20 per intern.

- 1. [Signature]  
Department Head
- 2. [Signature] 7/24/25  
Department of Law
- 3. [Signature]  
Chief Administrative Officer
- 4. [Signature]  
Director of Council Relations
- 5. \_\_\_\_\_  
Initials of Sponsoring Council Member

**COUNCIL ACTION**

Council Members Present: \_\_\_\_\_

Absent: \_\_\_\_\_

**AMENDMENTS:**

**FINAL ADOPTION:**

MOVED: \_\_\_\_\_  
 2<sup>ND</sup>: \_\_\_\_\_  
 YEAS: \_\_\_\_\_  
 NAYS: \_\_\_\_\_  
 ABSENT: \_\_\_\_\_  
 RECUSED: \_\_\_\_\_

7. \_\_\_\_\_  
Reviewed by the Chief Administrative Officer after adoption by the City Council and prior to the Mayor's signature.



**LEGISLATIVE SUMMARY**

**TO ACCOMPANY ORDINANCES**

**BEFORE SUBMISSION TO CLERK OF COUNCIL**

**Requesting Department or Agency:** The Mayor's Office of Workforce Development

**Name of Contact Person:** Sunae Villavaso

**Telephone Number:** 504-658-4242

**Email Address:** Sunae.Villavaso@nola.gov

**Initials of Sponsoring Councilmember(s):** \_\_\_\_\_

**DETAILED SYNOPSIS OF THE ORDINANCE**

**Please generally describe the purpose, intent, and effect of the proposed ordinance.**

Additional General Funds money was given to YouthForceNOLA in 2025. This is an amendment to the motion that was approved October 2024 to extend through April 30, 2025.



## LEGISLATIVE SUMMARY

**If the Ordinance is to effectuate a contract, CEA, or other similar agreement (hereafter contract), please provide the following additional information.**

**If this section is not applicable, please check this box.**

The parties involved:

The City of New Orleans  
YouthForceNOLA

The obligations, expectations, and deliverables of the parties involved:

YouthForceNOLA is to provide 250 high school internships as well as career & training awareness activities to 7,500 participants.

Any fiscal implications for the City with the contract:

The City of New Orleans is allocating an additional \$850,000 for the above mentioned deliverables.

The public purpose and need for the contract:

To provide soft skills training in business etiquette, workplace rights and responsibilities, coaching and case management for in-school youth.

The duration of the contract:

January 1, 2025 - December 31, 2025



## LEGISLATIVE SUMMARY

**If the Ordinance is to effectuate an amendment to the Codes of the City of New Orleans, please provide the following additional information.**



**If this section is not applicable, please check this box.**

The existing provision(s) of the Code being proposed for amendment:

The general content/requirements of the existing Code provision:

How the proposed ordinance will alter the existing Code provision(s):

Why these changes are needed:

REQUESTED ADOPTION DATE: 02/27/2025

Reference: Council Rule 41 & City Code Section 2-813