

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 4, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Professional Services Agreement with the Highest Ranked Firm to provide Architectural/Engineering Programming and Design Services for the 2019 General Obligation Bond Police Headquarters Project

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved—Dept. of Design, Construction and Management Services
 - 2) Type of Agreement – Professional Services Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes).
 - 4) Term of Contract:
 - a) initial – five years
 - b) renewals (if any) – two additional one year terms
 - c) who exercises option to renew – mutual
 - 5) Contract Amount – to be negotiated.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Firm shall provide professional services relating to architectural/engineering programming and design for the Police Headquarters approved by the 2019 GOB.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager