

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** March 27, 2014

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Contract with Metro Equipment Service, Inc. for Construction Services

---

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Public Utilities
  - 2) Type of Agreement – Construction Contract
  - 3) Method of Procurement (RFP, bid, etc.) – Bid Project No. 13-8044E
  - 4) Term of Contract
    - a) initial – Estimated 150 days
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$644,659.00
  - 6) Termination rights – Either party may terminate with cause. City may terminate without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall furnish all labor, materials, and equipment and perform all work related to the Lift Station Conversion/Upgrade Program (A-9) located at 6960 Arthur Street.
  - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager