

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** March 15, 2015

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

**SUBJECT:** Proposed Professional Services Agreement for Environmental Engineering Consultant Service for the Park Road Redevelopment Project with Langan Engineering and Environmental Services, Inc.

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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 Works
- 2) Type of Agreement – Professional Services Agreement for Environmental Engineering Services.
- 3) Method of Procurement (RFP, bid, etc.) – RFQ No. 4427-14-IS, CCNA Section 287.055, Florida Statutes (ranking approved pursuant to Resolution No. R-2015-008).
- 4) Term of Contract
  - a) initial – Two (2) years
  - b) renewals (if any) – one (1) additional one (1) year period.
  - c) who exercises option to renew – mutual
- 5) Contract Amount – Not to exceed \$240,000.00. (The initial project cost is in the amount of \$205,700.00 pursuant to an Authorization to Proceed, and the remaining funds in the amount of \$34,300.00 is allocated and appropriated as contingency in the event additional services are needed).
- 6) Termination rights – City has the right to terminate with or without cause.
- 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
- 8) Scope of Services- Consultant will provide environmental services for the Park Road Redevelopment Project as more specifically set forth in Article 2 of the Agreement.
- 9) Other significant provisions – As part of the RFQ, it states that the City may also require additional environmental services on an as needed basis for work assignments based on established hourly rates and feed schedule during the term of this Agreement. Authorizations to proceed will be required and depending on cost will be brought back to the City Commission.

cc: Wazir A. Ishmael, Ph.D., City Manager

