

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** December 2, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Change Order No. 7 with O'Donnell Dannwolf and Partners Architects, Inc. for additional services for environmental assessments and stormwater analysis for the New Police Headquarter. (GOB 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
- 2) Type of Agreement – Professional Services Agreement pursuant to Resolution No. R. 2019-222 and proposal approved by Resolution No. R-2020-047. This item is for Change Order No. 7
- 3) Method of Procurement (RFP, bid, etc.) – Original Contract pursuant to Resolution No. 2019-222, in accordance with Section 287.055, F.S.. (“CCNA” RFQ).
The proposed Change Order No. 7 is in accordance with Section 38.48 of the Procurement Code. Previous Change Orders Nos. 1 through 6 were approved by City Manager in accordance with Section 38.48 of the Procurement Code.
- 4) Term of Contract: Pursuant to Resolution No. R-2019-222:
 - a) initial – five years. **Change Order No. 7 will be completed in approximately six months.**
 - b) renewals (if any) – two additional one year terms.
 - c) who exercises option to renew – mutual
- 5) Contract Amount – Change Order No. 7 (this item) in an amount not to exceed 268,900.00. City Manager approved Change Orders Nos. 1 through 6 for a total amount of \$98,420.00.
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.

8) Scope of Services —. **The proposed Change Order No. 7 is for additional services covered under Section 2.02A. of the Professional Services Agreement. ODP will provide environmental assessments and stormwater analysis and design related to the New Police Headquarters GOB Project.**

9) Other Significant Provisions: n/a

cc: Dr. Wazir Ishmael, City Manager