

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** November 13, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposal with McClaren Wilson & Lawrie, Inc. to provide Architectural/Engineering Programming for design development, construction document and construction phases 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 and Construction Management
 - 2) Type of Agreement – Professional Services Agreement approved pursuant to Resolution No. R-2019-190. The proposal setting forth the scope of services will be included in the executed agreement for this project.
 - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes).
 - 4) Term of Contract: Pursuant to Resolution No. R-2019-190.
 - a) initial – five years
 - b) renewals (if any) – two additional one year terms
 - c) who exercises option to renew – mutual
 - 5) Contract Amount – in an amount not to exceed \$274,035.00.
 - 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 for design development, construction document and construction phases for the Police Headquarters approved by the 2019 GOB. See scope of services attached to this item for details.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager