

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** September 18, 2023
FROM: Douglas R. Gonzales, General Counsel
SUBJECT: Proposed Agreement with Basulto Management Consulting, Inc.

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 – CRA
- 2) Type of Agreement – Agreement
- 3) Method of Procurement (RFP, bid, etc.) – Request for Qualification Number RFQ-054-23-GJ
- 4) Term of Contract:
 - a) initial – Three years
 - b) renewals (if any) – Two additional one-year renewals
 - c) who exercises option to renew – Mutual agreement of the parties.
- 5) Contract Amount – To be determined.
- 6) Termination Rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
- 8) Scope of Services – Contractor shall provide construction oversight and project control services for Phase IV Undergrounding of Overhead Utilities and Streetscape Beautification.
- 9) Other Significant Provisions: n/a

cc: Jorge Camejo, Executive Director for the CRA