

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** July 24, 2019

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Authorization to Proceed with Hazen and Sawyer, PA to provide professional engineering services for the oxygenation flow distribution box odor control system replacement located at the Southern Regional Wastewater Treatment Plan.

---

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 Public Utilities
  - 2) Type of Agreement – Authorization to Proceed based upon Professional Services Agreement (Resolution No. R-2017-283)
  - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes- Resolution No. 2017-283)
  - 4) Term of Contract:
    - a) initial – six months
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – In an amount not to exceed \$89,548.00.
  - 6) Termination Rights – Either party may terminate for cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Hazen and Sawyer will provide professional engineering services for the design, permitting, and bidding services for the oxygenation flow distribution box odor control system replacement.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager