

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners  
**FROM:** Douglas R. Gonzales, City Attorney

**DATE:** March 2, 2022

**SUBJECT:** Proposed Authorization to Proceed with CDM Smith, Inc. to provide professional engineering services related to the Phase 2 update of the Stormwater Master Plan

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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 Engineering Continuing Services Agreement pursuant to City Manager
- 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes pursuant to Resolution No. R-2020-255). Phase 1 of the project was approved pursuant to Resolution No. R-2020-320.
- 4) Term of Contract:
  - a) initial – Phase 2 will be completed within 12 months.
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – The total contract amount for the project is \$4,421,629.00. Phase 1 was completed and the contract amount was \$2,075,655.00. **The proposed Phase 2 for this item is in the amount of \$2,345,974.00.**
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
- 8) Scope of Services – Firm will develop and complete the update for Phase 2 of the stormwater master plan. The Scope of Services for Phase 2 is set forth in the firm's proposal.

cc: Dr. Wazir Ishmael, City Manager