

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** January 13, 2021

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

**SUBJECT:** Proposed Authorization to Proceed with Tetra Tech, Inc. to provide Professional Engineering Services for additional design and construction administration services for the Hallandale Beach Force Main and Large User Meter LUM-07 Project.

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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– Public Utilities
  - 2) Type of Agreement – Authorization to Proceed based upon Professional Services Agreement (Resolution No. R-2017-284)
  - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes- Resolution No. 2018-400 continuing services contract)
  - 4) Term of Contract:
    - a) initial – the continuing services contract approved pursuant to Resolution No. R-2018-40- was for an initial four year term. **This ATP project will be for approximately 274 calendar days**
    - b) renewals (if any) – The existing agreement has two additional two year renewal terms.
    - c) who exercises option to renew – both parties.
  - 5) Contract Amount – In an amount not to exceed \$85,858.00.
  - 6) Termination Rights – with or without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Tetra Tech will provide administrative services for the design and construction of the project.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager