

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** July 26, 2018

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

**SUBJECT:** Proposed Authorization to Proceed for Work Order No. B & V 18-02 with Black & Veatch to provide professional engineering services for the Phase I implementation of the Cityworks Server Asset Management Solution Premium Software within the Dept. of Public Utilities

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I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Public Utilities
  - 2) Type of Agreement – Professional Services Agreement/Authorization to Proceed
  - 3) Method of Procurement (RFP, bid, etc.) – Resolution No. 2017-283/CCNA
  - 4) Term of Contract
    - a) initial – Approximately 48 weeks or 11 months from the commencement of Task 050 (Data and Business Process Review).
    - b) renewals (if any)- n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – In an amount not to exceed \$388,852.00.
  - 6) Termination rights – Either party may terminate the Professional Services Agreement for cause upon ninety (90) days written notice. City may terminate for convenience.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services –. Black & Veatch will work with Azteca Systems, LLC to coordinate the implementation of the Cityworks software for asset management within the Dept. of Public Utilities.
  - 9) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D, City Manager