

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 24, 2014
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Authorization to Proceed for Work Order No. AEC 14-01 with AECOM

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 Contract
 - 3) Method of Procurement (RFP, bid, etc.) – n/a
 - 4) Term of Contract
 - a) initial – 12 months from the issuance of a Notice to Proceed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$102,750.00
 - 6) Termination rights – Either party may terminate for cause. City may terminate for convenience.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide professional engineering services related to the design, bid, and construction phases of the Lift Station Conversion/Upgrade Program for lift station A-10 located at 6951 Fillmore Street and lift station A-11 located at 7415 McKinley Street.
 - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager