

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** November 25, 2015  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Authorizations to Proceed with Synalovski Romanik Saye, LLC

---

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 – Department of Public Works
  - 2) Type of Agreement – Existing Professional Services Agreement for Architectural and Engineering Services
  - 3) Method of Procurement (RFP, bid, etc.) – Florida Statute 287.055, Consultants Competitive Negotiation Act
  - 4) Term of Contract
    - a) initial – n/a
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$72,000.00
  - 6) Termination Rights – Either party may terminate for cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide architectural and engineering design services relating to designing a new temporary enclosed Truck Wash facility on Bouganvilla Terrace.
  - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager