

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 25, 2014
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Contract with Paramount Elevator Service, 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 – Public Utilities
- 2) Type of Agreement – Contract
- 3) Method of Procurement (RFP, bid, etc.) – Bid, City Project No. 13-4037
- 4) Term of Contract
 - a) initial – 6 months after the issuance of a Notice to Proceed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – \$186,190.00
- 6) Termination Rights – Either party may terminate with cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall provide new hydraulic cylinder and piston, drill new cylinder hold, new machine room access door, new machine room air conditioning, code compliant electrical system, new stainless cladding on 2nd, 3rd and 4th floors.
- 9) Other Significant Provisions – Contractor shall guarantee the complete project against poor workmanship and faulty materials for a period of twelve months after final payment.

cc: Cathy Swanson-Rivenbark, City Manager