

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** January 26, 2021

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

**SUBJECT:** Proposed Professional Engineering Consultant Services Agreement with Hazen and Sawyer, P.C. related to updating the Wastewater Master Plan.

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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– Dept. of Public Utilities
- 2) Type of Agreement – Professional Engineering Consultant Services Agreement
- 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes). Initial Resolution No. R-2020-252.
- 4) Term of Contract:
  - a) initial – two years
  - b) renewals (if any) – two additional one year periods
  - c) who exercises option to renew – mutual
- 5) Contract Amount – This project will be done in two phases. For this item relating to Phase 1, in a lump sum amount of \$1,490,619.00. (See Section 5.01A. for professional fee services structure outlining fees for both phases).
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Firm shall provide professional engineering consulting services to update the wastewater master plan to be completed in two phases.
- 9) Other Significant Provisions: Depending on the evaluation/analysis of the Wastewater Master Plan, an Alternate Force Main route may be presented to the City Commission at a later date for implementation as part of this project. In addition, Phase II will be present to the City Commission for approval in FY 2022 in the amount of \$1,804,858.00.

cc: Dr. Wazir Ishmael, City Manager