

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** April 15, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Professional Consultant Services Agreement with Black and Veatch, Corporation related to the implementation of the CMMS Phase II Implementation of Cityworks Software for the Dept. of Public Works

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 Works
 - 2) Type of Agreement – Professional Consulting Services Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – Section 38.41(C)(9) of the Procurement Code- Best Interest. Requires a 5/7ths vote.
 - 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 – In an amount not to exceed \$379,930.00.
 - 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 consulting services for the implementation CMMS Phase II Implementation of Cityworks software within the Dept. of Public Works including the replacement of the existing HelpMeHollywood citizen engagement platform with RockSolid.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager