

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** October 17, 2016
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Authorization to Proceed for Work Order No. H&S 17-02 with Hazen and Sawyer, P.C.

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 – Continuing Consultant Services Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Consultants Competitive Negotiation Act
 - 4) Term of Contract
 - a) initial – As needed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$100,000.00
 - 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 the professional services in the following areas: Regulatory Compliance: Permit modifications and/or renewals, Consent Orders and/or amendments, Proactive participation in development of new regulations, Technical evaluations and reports to address regulatory issues; Large User Agreement Issues: Assistance with engineering aspects of dispute resolution, Presentations and project status reports; Administrative Assistance: Evaluation of new technologies, Periodic reassessment of upgrade and uprate programs, Preparation of technical letters, reports, and presentation material.
 - 9) Other significant provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager