

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 19, 2016  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed contract with West Construction, Inc. for improvements to Henry Graham Park

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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 – Parks, Recreation and Cultural Arts and Development Services
  - 2) Type of Agreement – Contract
  - 3) Method of Procurement (RFP, bid, etc.) – Bid Project No. 13-020
  - 4) Term of Contract
    - a) initial – 120 calendar days
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$264,179.00
  - 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 demolish the park’s existing asphalt paths, concrete borders, fences and used play equipment shall prepare the site for all-new amenities to include: metal picket and chain link fences and park entrance gates, natural and colored concrete walkways and pads, park benches, a picnic table, a game table, waste bins, a drinking fountain with hose bib, exercise equipment, children's playground equipment, a children's water feature and splash pad, solar lighting, landscaping and sod, irrigation and signage.
  - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager