

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 23, 2022

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Authorization to Proceed with Tetra Tech, Inc. to provide professional engineering services for grant application and engineering support services.

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 – Authorization to Proceed based upon Continuing Professional Engineering Services Agreement (Resolution No. R-2017-284)
- 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes)
- 4) Term of Contract:
 - a) initial – four years
 - b) renewals (if any) – The existing agreement had two additional two year renewal terms. Agreement was renewed for two year term on July 26, 2021. **The work under this ATP is on an as-needed basis.**
 - c) who exercises option to renew – mutual.
- 5) Contract Amount – In the amount of \$400,000.00 and is based upon an hourly rate.
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Firm shall comply with applicable City requirements.
- 8) Scope of Services – Firm will provide grant application and engineering support services on an as-needed basis.

cc: Dr. Wazir Ishmael, City Manager