

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and City Commissioners **DATE:** June 5, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Contract with Precision Roofing for the Roof Replacement at the Hollywood Police Department building

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 Works
 - 2) Type of Agreement – Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Bid by the Department of Public Works, Engineering & Architectural Services Division (Project No. POL 14-005)
 - 4) Term of Contract
 - a) initial – Contractor shall commence work under this Contract within 10 calendar days after the written Notice to Proceed and shall fully complete the Contract in accordance with the Contract documents.
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$176,900.00.
 - 6) Termination rights – Either party may terminate with or without cause upon ninety (90) days written notice. City may terminate without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – The Project includes the replacement of the roof above the fourth floor of the Hollywood Police Building.
 - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager