

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 4, 2024

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Construction Management at Risk Phase II Construction Services Agreement with Waypoint Contracting Inc., to Provide Construction Management at Risk Services for the Butler Rock House Project, a Capital Improvement Project, for a Total Guaranteed Maximum Price of \$549,615.04.

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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 – Design and Construction Management
- 2) Type of Agreement – CMAR Phase II Construction Services Agreement
- 3) Method of Procurement (RFP, bid, etc.) – RFQ/Continuing Services Agreement
- 4) Term of Contract:
  - a) initial – 150 days from the second notice to proceed
  - b) renewals (if any) – CSA has 2 renewals
  - c) who exercises option to renew – City
- 5) Contract Amount – \$549,615.04, Guaranteed Maximum Price
- 6) Termination Rights – City's standard provision.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor is to provide professional construction management services to insure quality, timely and valued construction for the Butler Rock House.
- 9) Other Significant Provisions: n/a

cc: George R. Keller, Jr. CPPT, City Manager