

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** October 28, 2015

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Contract with Southeastern Engineering Contractors, Inc.

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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 – Public Works
  - 2) Type of Agreement – Construction Contract
  - 3) Method of Procurement (RFP, bid, etc.) – Bid (City Bid No. PW-14-023)
  - 4) Term of Contract
    - a) initial – 270 Calendar days
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$1,029,945.00
  - 6) Termination Rights – Either party may terminate with cause. City may terminate without cause upon thirty (30) days written notice.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall reconstruct alleys in the City based on the 2013 Pavement Management Study.
  - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager