

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 22, 2023

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Change Order No. 1 of the Continuing Services Contract with DRMP Inc., to increase the contract amount from \$97,570.00 to \$142,494.00, for on-call engineering plant review support

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 – Engineering
- 2) Type of Agreement – Change Order for continuing service contract
- 3) Method of Procurement (RFP, bid, etc.) – RFQ 4666-21-DCM Section 38.48 of the Procurement Code (Change Orders)
- 4) Term of Contract:
 - a) initial – One time only
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – Increase contract from \$97,570.00 to \$142,494.00
- 6) Termination Rights –Buyer, acting through its City Manager or his/her designee, reserves the right to terminate this order In whole or in part for Contractor default.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Provision of Professional Engineering Services by Contractor to City.
- 9) Other Significant Provisions:

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