

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** CRA Chair and Board Members                      **DATE:** October 17, 2024  
**FROM:** Douglas R. Gonzales, General Counsel  
**SUBJECT:** Proposed Phase II Construction Agreement with Burkhardt Construction Inc.

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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 – CRA
  - 2) Type of Agreement – Phase II Construction Contract
  - 3) Method of Procurement (RFP, bid, etc.) – Florida Statute 287.055, Consultants Competitive Negotiation Act
  - 4) Term of Contract:
    - a) initial – 365 calendar days
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$5,555,813.38 for construction services, \$789,000.00 for construction materials, and \$283,000.00 for permit fees
  - 6) Termination Rights – Either party may terminate for cause. CRA may terminate for convenience.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
  - 8) Scope of Services – Contractor shall provide construction services for the Harrison Street Streetscape Project.
  - 9) Other Significant Provisions: n/a
- cc: Jorge Camejo, Executive Director for the CRA