

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners
FROM: Douglas R. Gonzales, City Attorney
DATE: March 30, 2022
SUBJECT: Proposed Authorization to Proceed with Brown and Caldwell for construction administration services for the utility replacement project on North 26th Avenue.

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– Dept. of Public Utilities
- 2) Type of Agreement – Authorization to Proceed based upon Professional Engineering Continuing Services Agreement.
- 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes- Resolution No. 2017-283 continuing services contract)
- 4) Term of Contract:
 - a) initial – the continuing services contract approved pursuant to Resolution No. R-2017-283 was for an initial four year term. **This ATP for Work Order No. B&V 22-02 will be for completed within eight months from the execution date of the ATP.**
 - b) renewals (if any) – The existing agreement had two additional two year renewal terms. **On August 5, 2021, the Agreement was renewed for the two year period.**
 - c) who exercises option to renew – both parties.
- 5) Contract Amount – In the amount of \$193,181.00.
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
- 8) Scope of Services – Consultant will provide construction administrative services for the utility replacement project as more specifically set forth in Consultant's proposal.

cc: Dr. Wazir Ishmael, City Manager