

**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.

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 Utilities
 - 2) Type of Agreement – Construction Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Bid (City Project No. 15-11035)
 - 4) Term of Contract
 - a) initial – Six months from the Notice to Proceed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$662,812.50
 - 6) Termination Rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall install control structures with self-activating flap gates made of non-corrosive High Density Polyethylene material.
 - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager