

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 9, 2023  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Execute Change Order No. 2 with Cardinal Contractors, Inc. in the amount up to \$140,053.81 for Deep Injection Wells 3 & 4 Pump Station Project.

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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 – Public Utilities
- 2) Type of Agreement – Change Order
- 3) Method of Procurement (RFP, bid, etc.) – Change Orders, Section 38.48(C) of the Procurement Code provides that all change orders that the City Manager is not authorized to approve must be formally approved by the City Commission
- 4) Term of Contract:
  - a) initial – Work to be completed in accordance with base contract, i.e., 28 months from Authorization to Proceed.
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – Up to \$140,053.81
- 6) Termination Rights – City may terminate with or without cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall execute change order No. 2 with Cardinal Contractors, Inc. for the Deep Injection Wells 3 & 4 Pump Station Project
- 9) Other Significant Provisions: None

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

