

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: April 26, 2021

FROM: Douglas R. Gonzales, City Attorney

1SUBJECT: Proposed Agreement with Ecosistema Urbano, LLC. to update the City's Comprehensive Plan.

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 Development Services/ Planning and Urban Design Division.
 - 2) Type of Agreement – Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – RFQ No. 4611-19-AP (Resolution 2020-049)
 - 4) Term of Contract:
 - a) initial – Phase 1 to be completed in six months. Phase II will take 12 months.
 - b) renewals (if any) – n/a
 - c) who exercises option to renewal – n/a
 - 5) Contract Amount – Total contract amount is \$355,970.00This project will be done in two Phases. Phase 1 payment is in a lump sum amount of \$170,000.00. Phase 2 payment is in a lump sum amount of \$185,970.00.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Firm shall provide services to update the City's Comprehensive Plan as more specifically set forth in in the RFQ and Contractor's proposal.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager