

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 1, 2017

FROM: Alan Fallik, Acting City Attorney

SUBJECT: Proposed Authorization to Proceed for Work Order No. TTH 17-02 with Tetra Tech, Inc. to provide professional engineering services for the Royal Poinciana Sewer Expansion Project.

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 – Authorization to Proceed for Work Order No. TTH 17-02 pursuant to Professional Services Agreement (Project No. 16-7077).
 - 3) Method of Procurement (RFP, bid, etc.) – Professional Services Agreement for General Engineering Consulting Services for Water and Sewer Infrastructure Project pursuant to Resolution Nos. R-2003-003, R-2012-152, R-2013-110, R-2015-068)
 - 4) Term of Contract
 - a) initial – design services shall be completed in approximately 9 months
 - b) renewals (if any) – n/a.
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – For this specific project the cost is \$498,990.00. (Cumulative as of today's date cumulative contract amount is an amount not to exceed \$3,814,446.00).
 - 6) Termination rights – Either party may terminate the Professional Services Agreement with or without cause upon ninety (90) days written notice.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – To provide professional engineering services for design, permitting, bidding, and construction services for the proposed Royal Poinciana Sewer Expansion Project.
 - 9) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D, City Manager

