

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 9, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Issuance of a Series of Authorizations to Proceed with Bermello Ajamil & Partners, Inc. to provide landscape and irrigation design services for the Hollywood Boulevard Complete Streets 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 – Dept. of Development Services/Engineering Division
- 2) Type of Agreement – Authorizations to Proceed pursuant to Professional Services Agreement/Continuing Contract
- 3) Method of Procurement (RFP, bid, etc.) – RFQ in accordance with the Consultants’ Competitive Negotiation Act (Resolution 2018-400).
- 4) Term of Contract
 - a) initial – Continuing contract. Term of this Agreement shall be for three years.
 - b) renewals (if any) – two additional one year periods. .
 - c) who exercises option to renew – Mutual Agreement of the parties.
- 5) Contract Amount – For this specific project the cost is \$78,390.00.
- 6) Termination rights – City may terminate for cause. Upon seven days’written notice to the Contractor, the City may, without cause and without prejudice to any other right or remedy, elect to abandon the work and terminate the Contract. In such case the Contractor shall be paid for all work executed and any expense sustained plus reasonable termination expenses, which will include, but not be limited to direct, indirect and consequential costs (including, but not limited to, fees and charges of engineers, architects, attorneys and other professionals and court and arbitration costs).
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Under the Professional Services Agreement initially approved pursuant to Resolution R-2018-400, three firms were ranked to be utilized on a rotating basis with the five firms to provide professional services for civil/landscape architecture/planning projects on an as needed basis. This specific project will be for the Consultant to provide design services for the Hollywood Boulevard Complete Street project.

TERM SHEET FOR ISSUANCE OF SERIES OF ATP's with Bermello Ajamil & Partners, Inc.

9) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D, City Manager