

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** July 22, 2016  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Interlocal Agreement with Broward County for Cost Share Support of a Water Conservation Incentives Program

---

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 – Interlocal
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
  - a) initial – 5 years commencing October 1, 2016
  - b) renewals (if any) – none are anticipated. However, an extension not to exceed (6) months in the aggregate may be done in the event that expiration of this Agreement would result in a gap in the provision of services necessary for the operations of the County.
  - c) who exercises option to renew – Extension is in the sole discretion of County’s Purchasing Director.
- 5) Contract Amount – County agrees to provide an amount not exceed \$100,000.00 annually to meeting its obligations set forth in Exhibit “A”. County agrees to perform the services at an annual based cost to City of \$15,250.00 as shown on Exhibit “B”, years two through five provide for an annual cost of living adjustment of 3% in the media outreach/administration portion of Exhibit “B”  
\*Continuation of the agreement beyond the end of any County fiscal year is contingent upon both the appropriation and availability of funds.
- 6) Termination rights – For cause or convenience by either party. (In the event the agreement is termination for convenience, County shall be paid for any services properly performed to the date the agreement is terminated).
- 7) Indemnity/Insurance Requirements – City shall provide County with written verification of liability protection pursuant to state law. To the extent permitted by law, both parties agree to be fully responsible for the acts and omissions of its agents or employees.

- 8) Scope of Services – The program’s overall objective is to encourage residents and businesses in Broward County to adopt an enduring water conservation ethic that supports long term water resource sustainability and achieves permanent and measurable water savings through replacement of low efficiency plumbing fixtures with high efficiency models. The parties responsibilities are set forth in Exhibit “A.”
  - 9) Other significant provisions – NA
- cc: Wazir A. Ishmael, Ph.D., City Manager