

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:**

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Purchase Order with Lanzo Construction Co., Florida for the emergency repair of a 72-inch grit chamber effluent pipe; Approving and authorizing the appropriate City officials to execute an Authorization to Proceed for work order number H&S 23-07 with Hazen and Sawyer, P.C., in an amount up to \$31,611.00 for construction administration services for this 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 – Purchase Order and Authorization to Proceed.
- 3) Method of Procurement (RFP, bid, etc.) – Section 38.41(C)(1) of the Procurement Code exempts from competitive bid and competitive proposals emergency purchases that receive prior administrative approval except for the most urgent situations presenting a clear and present substantial threat to life or property where immediate action is required
- 4) Term of Contract:
  - a) initial – Completed by October 10, 2023 (Emergency Purchases)
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – \$425,580.00
- 6) Termination Rights – City, acting through its City Manager or his/her designee, reserves the right to terminate the order in whole or in part for cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Purchase Order with Lanzo Construction Co., Florida, for the emergency repair of a 72-inch grit chamber effluent pipe; Authorization to Proceed for work order number H&S 23-07 with Hazen and Sawyer, P.C., in an amount up to \$31,611.00 for construction administration services for this Project.

9) Other Significant Provisions:

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