CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners **DATE**: September 23, 2019

FROM: Douglas R. Gonzales
City Attorney

SUBJECT: Proposed Agreement with PE Consulting Engineering for Electrical Engineering Services for Pedestrian Lighting Improvements Project

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I have discussed the above Agreement with the participating Department/Office, and the general business terms and other significant provisions which are proposed are as follows:

1) Department/Office involved – Downtown CRA

2) Type of Agreement – Professional Services

3) Method of Procurement (RFP, bid, etc.) – RFQ pursuant to Consultants Competitive Negotiation Act

4) Term of Contract
a) initial – Will generally coincide with the length of the project.
b) renewals (if any) -
c) who exercises option to renew -

5) Contract Amount – To be negotiated, but total fees will not exceed our standard cap of $1,000,000.

6) Termination rights – City can terminate for convenience.

7) Indemnity/Insurance Requirements – Standard provisions for both are in the agreement.

8) Scope of Services – Vendor will provide electric engineering services for Pedestrian Lighting Improvements project.

9) City's prior experience with Vendor – No.

10) Other significant provisions - None.

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