

August 20, 2025

Giselle Hipolito  
Engineering Support Services Manager  
**CITY OF HOLLYWOOD**  
Department of Public Utilities  
Engineering Support Services Division  
Post Office Box 229045  
Hollywood, Florida 33022

Department of Public Utilities  
Septic to Sewer Program Development  
and Workshop Assistance

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Dear Ms. Hipolito:

As requested, we are pleased to submit our scope of services for engineering and administrative assistance to the City of Hollywood Department of Public Utilities on an as-needed basis (on demand) for development of a septic to sewer program including preparation and delivery of summary charts, tables, and presentation materials for a public workshop.

### **SCOPE OF SERVICES**

Hazen will provide support services on demand to assist the Department of Public Utilities based on the consultant's hourly rate schedule established in the Professional Services Agreement dated November 7, 2023. Services will include program development, septic basin prioritization, cost estimation, GIS assessment, scheduling, coordination with other consultants, graphic design, and meeting attendance.

### **COMPENSATION**

Services shall be on an as-needed basis per the consultant's hourly rate schedule established in the Professional Services Agreement dated October 2023 but shall not exceed \$95,000.

### **SCHEDULE**

These services will be provided on an as-needed basis. We are ready to proceed immediately upon authorization.

Engineering services for the project will be performed as part of our Professional Services Agreement for General Engineering Consultant Services (Agreement) dated October 2023. Services provided by Hazen shall be limited to those services specifically identified in this work order (this work order supersedes the tasks listed in the Agreement).



We appreciate the opportunity to offer these services to the City. Please contact us if you have any questions or comments concerning this proposal.

Very truly yours,

**HAZEN AND SAWYER, D.P.C.**

A handwritten signature in blue ink, appearing to read "J. Philip Cooke", written over a faint, larger blue signature.

J. Philip Cooke, P.E.  
Vice President

c: C. Vozdik  
File No. 4321