

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** 9/2/25

FROM: Damaris Henlon, City Attorney

SUBJECT: Proposed Agreement with Tower Contracting Corp for Construction of the Bob Butterworth Park Covid-19 Memorial Project, In An Amount Up to \$292,052.20.

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 – Department of Design and Construction Management
- 2) Type of Agreement – Construction
- 3) Method of Procurement (RFP, bid, etc.) – IFB
- 4) Term of Contract:
 - a) initial –

3.4 Contract Time:

The Contract Time will commence on the date of the Notice to Proceed and shall exist for the total number of days as specified in the Supplemental General Conditions Construction Work Schedule Major milestone 1 and 2 and as modified by any subsequent Change Orders. Unless the CONTRACTOR fails to complete the requirements of the Instructions to Bidders, the additional time in days (including weekends) required to correctly complete the documents will be deducted by CITY from the Contract Time specified by the CONTRACTOR in the Proposal.

1. Project Schedule

Time is of the essence for this Work. The following defines the schedule for the project:

**CONSTRUCTION WORK SCHEDULE
CONSTRUCTION / STARTUP / ACCEPTANCE:**

Major
Milestones

Completion Time
(calendar days)

- | | |
|--|-----------------------|
| 1. Major Milestone – Substantial Completion(1) | 80 days Calendar Days |
| 2. Major Milestone – Project Closeout(2) | 30 days Calendar Days |

- b) renewals (if any) – n/a
c) who exercises option to renew – n/a

- 5) Contract Amount – \$252,052.20
- 6) Termination Rights – City Standard

7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.

8) Scope of Services –

Article 1. Scope of Work: The CONTRACTOR shall furnish all labor, materials, and equipment and perform all work in the manner and form provided by the Contract Documents, for:

Bob Butterworth Park Covid-19 Memorial
Bid No.: IFB-333-25-WV

9) Other Significant Provisions: n/a

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