

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 3, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Authorization to Proceed for Amendment No. 1 to Work Order No. MPI 15-03 between Malcolm Pirnie/Arcadis U.S., Inc. to provide additional professional engineering services for the water treatment plant high service pump station upgrade (Project No. 14-4233).

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 – Amendment No. 1 to Work Order No. MPI 15-03/Authorization to Proceed
- 3) Method of Procurement (RFP, bid, etc.) – Initial Resolution No. R-2003-002 (Continuing Contract CCNA); Resolution No. R-2012-152; and Resolution No. R-2013-110 (renewal of contract). **For this specific project- Resolution No. 2015-165.**
- 4) Term of Contract
 - a) initial – For project No. MPI 15-03, 10 months after the issuance of the Notice to Proceed. The proposed amendment for additional services will be completed in approximately 3 months.
 - b) renewals (if any)- n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – Initial contract amount of \$253,400.00 (Resolution No. 2015-165). This item is in the amount of \$46,200.00. (Total Contract amount \$299,600.00).
- 6) Termination rights – Either party may terminate the Professional Services Agreement for cause upon ninety (90) days written notice. City may terminate for convenience.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services –. The initial Work Order No. MPI 15-03 was to provide professional engineering services for design, permitting and bid assistance for the Water Treatment Plant High Service Pump Station Upgrade Project. This specific project pursuant to Amendment No. 1 of Work Order No. MPI 15-03 will be for the Consultant to perform a physical modeling of the High Service Pump Station.

TERM SHEET MALCOLM PIRNIE/ARCADIS AUTHORIZATION TO PROCEED
FOR AMENDMENT NO. 1 TO WORK ORDER NO. MPI 15-03

9) Other significant provisions – n/a

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