

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** March 10, 2015  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Contract with Infinity Roofing and Sheet Metal, Inc.

---

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 – Construction Contract
  - 3) Method of Procurement (RFP, bid, etc.) – Bid Project No. 14-9115
  - 4) Term of Contract
    - a) initial – Ninety days from the issuance of the Notice to Proceed
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$90,923.00
  - 6) Termination rights – Either party may terminate with cause. City may terminate without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall perform construction services related to the SRWWTP sludge building roof replacement.
  - 9) Other significant provisions – n/a
- cc: Wazir Ishmael, City Manager

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** March 10, 2015  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Authorization to Proceed with Matthew Debonis and Associates, LLC

---

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 – Consultant’s Authorization to Proceed
  - 3) Method of Procurement (RFP, bid, etc.) – Per Florida Statute 287.055, Consultants’ Competitive Negotiation Act
  - 4) Term of Contract
    - a) initial – Approximately 3 months
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$1,800.00
  - 6) Termination rights – Either party may terminate for cause. City may terminate for convenience.
  - 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide construction administration services during the construction phase of the project.
  - 9) Other significant provisions – n/a
- cc: Wazir Ishmael, City Manager