

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** June 22, 2016

FROM: Jeffrey P. Sheffel,
CRA General Counsel

SUBJECT: Proposed Community Aesthetic Feature Agreement with the State of Florida
Department of Transportation (FDOT)

I have reviewed the above captioned agreement for form and legality. The general business terms are as follows:

- 1) Department/Division involved – Downtown District of the CRA
- 2) Type of Agreement – Agreement
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
 - a) initial – Commences upon execute and expires in 2012
 - b) renewals (if any) – yes
 - c) who exercises option to renew – mutual agreement of the parties
- 5) Contract Amount – \$12,000.00
- 6) Termination rights – FDOT may terminate if the installation of the decorative wraps are not completed within 180 days of the effective date of the agreement. FDOT may terminate upon 30 days written notice.
- 7) Indemnity/Insurance Requirements – CRA will be required to have any contractors involved in the project indemnify FDOT. CRA or its contractors shall carry general liability and public liability insurance and name FDOT as an additional insured.
- 8) Scope of Services – CRA shall install decorative vinyl wraps on 19 signalization cabinets within the Downtown District of the CRA.
- 9) Other significant provisions – FDOT reserves the right to have the CRA relocate or remove the decorative wraps in its sole discretion, and at the CRA's sole expense.

cc: Jorge Camejo, Executive Director for the CRA