

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** January 5, 2021

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Ranking of Professional Architecture/Engineering Firms to provide professional architectural and engineering services for the Hollywood Beach Golf Course and Clubhouse (General Obligation Bond Project) and authorizing the appropriate City officials to negotiate an agreement with the highest-ranked firm, Bermello Ajamil & Partners, Inc., the highest ranked firm, for consideration by the City Commission at a later date.

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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– Dept. of Design, Construction and Management Services
- 2) Type of Agreement – Professional Engineering Consultant Services Agreement
- 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes). Request for Qualification No. RFQ-4653-20-DCM
- 4) Term of Contract:
  - a) initial – to be determined in negotiations
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – to be determined in negotiations
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Firm shall provide professional architectural and engineering consulting services to implement the Hollywood Beach Golf Course and Clubhouse project approved as part of the General Obligation Bond.
- 9) Other Significant Provisions: The negotiated agreement will be brought back to the City Commission for approval.

cc: Dr. Wazir Ishmael, City Manager