

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** October 12, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Ranking of Professional Engineering Firms to provide professional architectural and engineering services for the Dowdy Sports Field and Former Armory Renovation Project, (General Obligation Bond Project) and authorizing the appropriate City officials to negotiate an agreement with the highest-ranked firm, Synalovski Romaink Saye, LLC. for consideration by the City Commission at a later date.

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 Public Utilities
 - 2) Type of Agreement – Professional Engineering Consultant Services Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes). Request for Qualifications No. DCM-19-001196 & DCM-10-001197.
 - 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 Dowdy Sports and Former Armory 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