

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** April 19, 2017
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Supporting a Community Aesthetic Feature Agreement with the Florida Department of Transportation

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 – Department of Development Services/Community Development
- 2) Type of Agreement – Community Aesthetic Feature Agreement
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
 - a) initial – Commences upon execution and expires September 30, 2019.
 - b) renewals (if any) – yes
 - c) who exercises option to renew – mutual agreement of the parties
- 5) Contract Amount – There is no cost payable to FDOT for this project. Cost for project will be in an amount not to exceed \$9,576.00 for 24 cabinets, however only 17 cabinets fall under the proposed agreement. which will be done by Car Wrap Solutions/Perfect Image Signs of Fort Lauderdale, Florida. There will be permit costs to Broward County for a total of \$2880.00 for the 24 cabinets.
- 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 – City will be required to have any contractors involved in the project to indemnify FDOT. City or its contractors shall carry general liability and public liability insurance and name FDOT as an additional insured.
- 8) Scope of Services – City’s vendor will install 7 decorative vinyl wraps in FDOT right of way.
- 9) Other Significant Provisions – FDOT reserves the right to have the City relocate or remove the decorative wraps in its sole discretion, and at the City’s sole expense.

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