

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 13, 2018

FROM: Douglas R. Gonzales, Acting City Attorney

SUBJECT: Authorization to Proceed for Work Order No. EAC 18-01 with EAC Consulting, 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 – Professional Services Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Continuing Professional Services Contract for General Engineering Consulting Services
 - 4) Term of Contract
 - a) initial – Thirteen months from the issuance of a Notice to Proceed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$550,822.00
 - 6) Termination rights – Either party may terminate for cause. City shall have the right to terminate in whole or in part, upon seven (7) days written notice.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide professional engineering services for the design, permitting, bid and award and construction services for the proposed sewer system.
 - 9) Other significant provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager