

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 9, 2023

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Execute a contract with Cardinal Contractors, Inc. in an amount up to \$10,849,710.00 for construction services related to the 2023 SRWTP maintenance work project and execute an ATP for Work Order with Brown & Caldwell in an amount up to \$371,853.00.

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 – Public Utilities
- 2) Type of Agreement – Construction Contract and Authorization to Proceed (ATP)
- 3) Method of Procurement (RFP, bid, etc.) – Department and Office of Procurement Services staff thoroughly evaluated the submitted bid in accordance with Section 38.43(F) of the City's Procurement Code, and after evaluation, Cardinal Contractors, Inc. was determined to be the only responsive and responsible bidder
- 4) Term of Contract:
 - a) initial – Two years after the issuance of the Notice to Proceed
 - b) renewals (if any) – Two (2) additional one (1) year periods
 - c) who exercises option to renew – Mutual agreement to renew
- 5) Contract Amount – \$10,849,710.00 for construction services and \$371,853.00 for construction administration services
- 6) Termination Rights –The City and Contractor may terminate Agreement for cause by providing 60 days, prior written notice.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall provide construction services for the SRWWTP Maintenance Work Project and ATP with Brown & Caldwell for construction administration services.
- 9) Other Significant Provisions: none

cc: George R. Keller, Jr. CPPT, City Manager