CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners   **DATE:** January 14, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Change Order No. 2 with Southeastern Engineering Contractors, Inc. to extend the contract completion date and increase the project cost due to unforeseen conditions related to the sanitary sewer lift station W-14 project.

_____

      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 – Change Order No. 2.

  3) Method of Procurement (RFP, bid, etc.) – Original Contract based upon Bid approved pursuant to Resolution No. 2019-161. Change Order No. 1, approved by City Manager pursuant to Section 38.48(B)(1) of the Procurement Code to extend contract completion date. The proposed Change Order No. 2 is pursuant to Section 38.48(B)(2)(a) and (b) of the procurement code.

  4) Term of Contract:
a) initial – Pursuant to Resolution No. 2019-161, estimated project term was nine months from issuance of the Notice to Proceed. Change Order No. 1 extended contract completion time for 90 days. **The proposed change order no. 2 will extend the contract time for an additional 240 days for a cumulative completion time of 330 calendar days.**
b) renewals (if any) – n/a
c) who exercises option to renew – n/a

  5) Contract Amount – Original contract amount of $2,395,072.00. **The proposed change order no. 2 will increase the project cost by an additional $350,000.00 for a total project cost of $2,745,072.00.**

  6) Termination Rights – with or without cause.

  7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.

  8) Scope of Services – Southeastern Engineering Contractors, Inc. will complete the construction of Lift Station W-14 Upgrade Project.

Term Sheet continued.

9) Other Significant Provisions: n/a

cc: Dr. Wazir Ishmael, City Manager