

Effective Date: 04/23/2024

Agreement/Contract Routing Form Continued

Funding in account number: N/A

Total amount authorized by legislation: N/A /year, N/A /contract term

Length of Term: N/A

Start date: N/A

End date: N/A

Renewals, Y/N: No

Do renewals need to be authorized annually? N/A

Authorization to enter into agreement:

☐ City Commission

☐ City Manager

☐ Procurement Service

☐ Other: _____

Document Type: (check one)

☒ Agreement / Contract

☐ Lease

☐ Grant

☐ Consulting/Professional Services

☐ Authorization to Proceed:

☐ Other: _____

Location of Executed Copies:

☒ City Clerk's Office

☒ Other: Engineering Division

☒ Other: Circuit

Procurement Method: (check one)

☐ Formal Solicitation (RFQ, RFP, IFB, RLI): / # _____

☐ Open Market (3 quotes/proposals)

☐ Co-op Agreement

☐ Piggyback Agreement

☐ Other: _____

☒ Insurance reviewed and approved by Risk Management. (Attached)

☐ Bonds reviewed and approved by City Attorney's office. (Attached)

Additional Notes: _____

Department of Development Services
Engineering, Transportation & Mobility



June 5, 2024

tel: 954.921.3900
fax: 954.921.3416

Circuit Transit Inc.
777 S Flagler Dr., Suite 800w
West Palm Beach, FL 33401

Dear Mr. Mirras,

Per our existing Professional Service Contract, Section D-7 (b) and upon written mutual agreement, the City proposes to amend Section 1.3 (3) of the Statement of Work to accommodate the Circuit's request to install and operate two (2) additional EV charging locations at City Hall to address the level of service requirements associated with the expanded zones and increased number of vehicles.

It is understood by all parties that 100 percent of the procurement, installation, operation and maintenance, and energy consumption costs associated with the proposed EV charging station(s) will be funded by Circuit. In exchange, the City will ensure the availability of the EV charging stations by designating the associated parking spaces as "restricted use" for the sole use of Circuit between the hours of 5 pm – 10 am the following day, 7 days a week. Monthly energy consumption will be applied as a credit to the appropriate monthly invoices. The specific terms of this agreement will modify Section 1.3 (e) of Exhibit A (Attached). All other terms and conditions of the contract will remain the same.

Please review, sign, and return the attachment below approving the modified terms of Section 1.3 (e) associated with the installation and use of the additional EV chargers at City Hall.

Sincerely,

A handwritten signature in black ink, appearing to read "MJ", followed by a horizontal line.

Mark L. Johnson, P.M.P.
Senior Project Manager

CC: Raelin Storey, Assistant City Manager
Douglas R. Gonzales, City Attorney
Jason Bagley, Vice President, Circuit LLC

Attachment: Amended Exhibit A, Section 1.3(e)

2600 Hollywood Boulevard
P.O. Box 229045
Hollywood, Florida
33022-9045

hollywoodfl.org

Attachment
PROFESSIONAL SERVICES CONTRACT
FOR OPERATION OF CITYWIDE MICRO-TRANSIT SERVICES

Exhibit A: Amended Section 1.3 (e)

1.3 Vehicles and Infrastructure

- e. Charging. The City will make available to the Company, two (2) dedicated parking spots at City Hall adjacent to each other and within close proximity of a suitable electrical supply for the purpose of installing an “access controlled” electric charging station for two (2) electric vehicles (EVs).
- I. Company to cover all costs associated with the procurement, installation, operation, and maintenance of the EV charging system.
 - II. Installation of the EV-charger system will be performed by a Contractor licensed in the State of Florida.
 - III. Company’s Contractor will be required to obtain a City Permit and possibly perform a load study to confirm capacity if additional breakers are required.
 - IV. Company will be responsible for the operation and maintenance of the EV charging system and all associated costs.
 - V. Company will compensate the City in an amount equal to \$1,200 per month for energy consumption costs which will be applied as a credit on each monthly invoice.
 - VI. The dedicated EV charging station will only be used for Company EVs currently under contract with the City.
 - VII. Upon completion of the Contract Term, Company has the option to transfer ownership of the EV charging station at no cost to the City or remove/restore the location to its original condition.
 - VIII. The City will provide an electrical supply cabinet with one available double pole dedicated 220V/60 Amp breaker.
 - IX. The City will post signage designating the parking spaces as “Restricted Use - Unauthorized Vehicles Towed at Owners Expense” between 5 pm and 10 am the following day, 7 days a week.
 - X. The City will install pavement markings designating the spaces for EV charging use only.
 - XI. During the restricted use time, chargers will be for the exclusive use to the Company and for the sole purpose of charging EVs under contract by the City of Hollywood.
 - XII. The City Staff will have the ability to use the EV chargers during times when not in use by the Company.
 - XIII. The City is not responsible and assumes no liability for any damage to the EV chargers of Company vehicles parked on City property.


Existing EV stations owned by the City may continue to be used by the Company; however, the City cannot ensure the availability of charging stations to service all vehicles in the fleet to satisfy the levels of service required by this Contract. Company to ensure charging stations are available to adequately service all vehicles in the fleet to satisfy the levels of service required by this Contract.



APPROVED BY: James Mirras
Co-Founder, Circuit Transit Inc.,

06/05/2024

Date:

DocuSigned by:

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APPROVED BY: George R. Keller, Jr. CPPT
City Manager

6/20/2024

Date: