

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: January 5, 2012

FROM: Jeffrey P. Sheffel
City Attorney

SUBJECT: Proposed Interlocal Agreement with Broward County for Guaranteed Partial Building Code Services

I have reviewed the above captioned agreement for form and legality. The general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Dept. of Planning and Development Services
- 2) Type of Agreement – Interlocal
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract -Indefinite, unless terminated by either party upon 90 days written notice.
- 5) Contract Amount – Services will be provided at the hourly rate of \$99.80 for a Building Official, hourly rate of \$83.17 for Inspector, hourly rate of \$94.74 for a Plans Examiner, hourly rate of \$95.69 for a Chief Building Code Inspector, and hourly rate of \$37.70 for Clerical Staff. *Overtime, when approved by the City, shall be at one and one-half the normal hourly rate. The above amounts will be adjusted annually by the County by an amount not to exceed 5%. County may also adjust the amounts by amounts exceeding 5% in order to address natural disasters and other unforeseen events and circumstances.
- 6) Termination rights - Either party may terminate upon 90 days written notice.
- 7) Indemnity/Insurance Requirements – County is self-insured in accordance with Section 768.38, F.S.
- 8) Scope of Services - Broward County’s Permitting, Licensing and Consumer Protection Division of the Dept. of Environmental Protection and Growth Management will provide Building Code Services to City upon request by City during major natural events (such as hurricanes) due to high demand for building services.
- (9) Prior experience with Vendor (if any) – yes.

Term Sheet continued (ILA with Broward County for Building Code Services)

10) Other significant provisions – The parties are waiving any and all rights to a trial by jury of any civil litigation related to this agreement.

cc: Cathy Swanson-Rivenbark, Interim City Manager