

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 17, 2016
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Contract between the City and Comtech Engineering, Inc. for construction services for Lift Station A-6 Upgrade located at 300 Ashbury Road

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 –
 - 3) Method of Procurement (RFP, bid, etc.) – City Project No. 15-8061
 - 4) Term of Contract
 - a) initial – construction services to be completed 90 days 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 – \$\$676,828.00
 - 6) Termination rights – Either party may terminate for cause. City may terminate for convenience.
 - 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
 - 8) Scope of Services – Consultants shall provide construction services for the Lift Station A-6 Upgrade located at 300 Ashbury Road.
 - 9) Other significant provisions – Triangle Professional Building Corp. III will purchase the pumps, electrical panel, and associated components directly to save on construction time.
- cc: Wazir Ishmael, City Manager