

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: March 15, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Authorization to Proceed with Langan Engineering Environmental Services, Inc. to provide professional engineering services for the Park Road Project.

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 Works
- 2) Type of Agreement – Authorization to Proceed pursuant to Professional Services Agreement.
- 3) Method of Procurement (RFP, bid, etc.) – RFQ in accordance with the Consultants' Competitive Negotiation Act (approved by Resolution R-2015-008 and Resolution No. 2015-____ approved on April 1, 2015).
- 4) Term of Contract
 - a) initial – 2 years
 - b) renewals (if any) – one (1) additional one (1) year periods.
 - c) who exercises option to renew – both parties
- 5) Contract Amount – For this specific project the cost is \$240,000.00 (the initial project cost is \$205,700.00 with contingency fees in the amount of \$34,300.00 allocated and appropriated for additional services, if necessary).
- 6) Termination rights – Either party may terminate the Professional Services Agreement with or without cause upon ninety (90) days written notice.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Under the Professional Services Agreement initially approved pursuant to Resolution R-2015-____ on April 1, 2015 by the City Commission, Langan Engineering Environmental Services was retained to provide professional services for professional environmental engineering services for the Park Road Redevelopment Project as well as other projects on an as needed basis in an amount not to exceed \$300,000.00. This specific project will be for the Consultant to provide the environmental engineering services for the Park Road Project only.
- 9) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D, City Manager

