

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** October 10, 2022

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Contract with Southeastern Engineering Contractors, Inc., as the primary contractor for construction services related to on-call and emergency water and sewer utility repair services.

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 – Public Utilities
 - 2) Type of Agreement – Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. IFB-4730-22-OT
 - 4) Term of Contract:
 - a) initial – two years (as services are on an as needed basis, contractors shall perform work within 10 days from the date of the written Notice to Proceed).
 - b) renewals – three additional one year terms
 - c) who exercises option to renew – mutual.
 - 5) Contract Amount: In the amount of \$1,000,000.00.
 - 6) Termination Rights – With or without cause.
 - 7) Indemnity/Insurance Requirements – Yes.
 - 8) Scope of Services: Southeastern Engineering Contractors, Inc. will provide as needed on-call or emergency repairs services to maintain continuous service of the water distribution and sewer collection systems. Southeastern will be the primary contractor.
 - 9) Other Significant Provisions: Contract provides for liquidated damages.
- cc: Dr. Wazir Ishmael, City Manager