

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: July 2, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Contracts with Lakdas/Yohalem Engineering, Inc., TRC Worldwide Engineering Inc., and Derosé Design Consultants

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 – Professional Services Agreement for General Engineering Consultant Services
 - 3) Method of Procurement (RFP, bid, etc.) – RFQ 4421-14-RD
 - 4) Term of Contract
 - a) initial – Three years
 - b) renewals (if any) – Two additional one-year terms
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – Each contract not to exceed \$1,000,000.00
 - 6) Termination Rights – Either party may terminate for cause.
 - 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
 - 8) Scope of Services – Consultant shall provide structural engineering design services on an as needed basis for miscellaneous city projects.
 - 9) Other Significant Provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager