

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 10, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Authorization to Proceed for Work Order No. MPI 15-01 with Malcolm Pirnie/Arcadis for the water distribution system hydraulic model update and calibration

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 – Professional Services Contract
 - 3) Method of Procurement (RFP, bid, etc.) – n/a
 - 4) Term of Contract
 - a) initial – 120 days after the issuance of a Notice to Proceed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$128,420.00
 - 6) Termination rights – Either party may terminate for cause. City may terminate for convenience.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide the services to upgrade the City of Hollywood's hydraulic water model to better represent the existing system. This work authorization also covers the services to perform all appropriate system sampling required to properly calibrate the hydraulic model.
 - 9) Other significant provisions – n/a
- cc: Wazir Ishmael, City Manager