

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 9, 2017
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Authorization to Proceed for Work Order No. TTH 17-01 with Tetra Tech, Inc.

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 – Authorization to Proceed
 - 3) Method of Procurement (RFP, bid, etc.) – Existing Professional Services Agreement
 - 4) Term of Contract
 - a) initial – 12 months
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$730,269.00
 - 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 professional engineering services related to the design, permitting, bidding, and construction phases of the proposed water main located between Pembroke Road and Hollywood Boulevard from South 56th Avenue to State Road 7.
 - 9) Other significant provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager