

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** May 5, 2020

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Affirmance and Approval of the City Manager's Approval of the Authorization to Proceed with Arcadis U.S., Inc. to provide professional financial and technical services related to the Large Users Agreement FY 2019 True-Up, RRI, and FY2021 Rate Estimate.

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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– Dept. of Public Utilities
  - 2) Type of Agreement – Authorization to Proceed based upon Professional Services Agreement (Resolution No. R-2015-250 and renewal of agreement by City Manager pursuant to Section 38.48(C)(1) of the Purchasing Ordinance)
  - 3) Method of Procurement (RFP, bid, etc.) – RFQ No. 4464-15-RL (pursuant to Resolution No. R-2015-250). For this ATP item, Section 38.41(C)(1) applies as item deemed an emergency.
  - 4) Term of Contract:
    - a) initial – Original agreement was for three years. **For this ATP, the project to be completed within 75 days.**
    - b) renewals (if any) – original agreement, yes (agreement was renewed by City Manager for three years which expires on November 14, 2021).
    - c) who exercises option to renew – mutual.
  - 5) Contract Amount – In the amount of \$118,828.00.
  - 6) Termination Rights – with or without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Arcadis U.S., Inc. will provide professional financial and technical services related to the Large Users Agreement for FY2019 True-Up, RRI, and FY2021 Rate Estimate and associated reports.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager