

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: 9/29/25

FROM: Damaris Henlon, City Attorney

SUBJECT: Proposed Construction Management at Risk Phase II Construction Services Agreement with Journey C&D Group Inc., to Provide Construction Management At Risk Services for the City Hall Space Planning Project, A Capital Improvement Project, For A Total Guaranteed Maximum Price of Up To \$853,966.94.

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 – Department of Design and Construction Management
- 2) Type of Agreement – CSA/ CMAR
- 3) Method of Procurement (RFP, bid, etc.) – RFQ
- 4) Term of Contract:
 - a) initial –

6.1.2 Time is of the essence throughout this contract. The PROJECT shall be SUBSTANTIALLY COMPLETED within **150 calendar days** from the date of the second NOTICE TO PROCEED. The total PROJECT shall be completed and ready for final payment within **45 calendar days** from the date certified by CONSULTANT as the date of SUBSTANTIAL COMPLETION in accordance with Article 8.

CSA – was for 3 years starting in Sept 2022 with 2 one year renewals.
CSA should expire in 9/2027.

- b) renewals (if any) – n/a
- c) who exercises option to renew – n/a

- 5) Contract Amount – \$853,966.94
- 6) Termination Rights – City's standard terms.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services –

1.1 Upon the issuance of a Notice to Proceed by the Director or his/her designee, CMAR shall furnish professional construction management at risk services for the construction phase of the PROJECT described in the attached Exhibits "A", through "G" and in accordance with the CONTRACT DOCUMENTS including the Drawings, Specifications and Addenda prepared by the CONSULTANT for the Project, as well as the construction service responsibilities set forth in Article 3 of this contract. Further, CMAR shall furnish any and all required materials, labor and equipment, and incidentals and enter into and cause to be performed all trade contracts necessary to achieve correct and timely completion of the construction of the entire PROJECT in accordance with the CONTRACT DOCUMENTS and warrant all work and services as provided in the CONTRACT DOCUMENTS.

9) Other Significant Provisions: n/a

cc: George R. Keller, Jr. CPPT, City Manager