

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** September 16, 2019

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

**SUBJECT:** Agreement with Kimley-Horn and Associates, Inc. for Pre-scoping and Concept Activities for Phase IV & A1A Undergrounding of Utilities

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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 – Beach District of CRA
- 2) Type of Agreement – Notice to Proceed
- 3) Method of Procurement (RFP, bid, etc.) – RFQ
- 4) Term of Contract:
  - a) initial – to be determined
  - b) renewals (if any) –
  - c) who exercises option to renew –
- 5) Contract Amount – Not to exceed \$82,365
- 6) Termination Rights – City can terminate for convenience.
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Pre-scoping and concept activities for Phase IV & A1A undergrounding of utilities.
- 9) Other Significant Provisions: None

cc: Dr. Wazir Ishmael, City Manager