

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 27, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Authorization to Proceed with Lighthouse Utility Consulting, Inc. to provide professional services for a water and sewer reserve capacity charge study and a sewer expansion funding study.

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)
 - 3) Method of Procurement (RFP, bid, etc.) – RFQ-4464-15-RL
 - 4) Term of Contract:
 - a) initial – See the Task Order Sheet to this item: (Task 1 will be completed 180 days from receipt of the notice to proceed; Task 2 will be completed upon receipt of notice to proceed and all date necessary to complete is received.
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In an amount not to exceed \$154,462.00.
 - 6) Termination Rights – with or without cause
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Lighthouse Utility Consulting, Inc. will provide a water and sewer reserve capacity charge study and a sewer expansion funding study. See the details of the tasks outlined on the Task Order Sheet attached to this item.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager