

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** June 5, 2018

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

**SUBJECT:** Proposed Highway Maintenance Memorandum of Agreement with the Florida Dept. of Transportation for sidewalk and bike lane improvements relating to the 14<sup>th</sup> Avenue project.

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I have reviewed the above captioned agreement for form and legality. The general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Development Services/ Engineering Division
- 2) Type of Agreement – Highway Maintenance Memorandum of Agreement
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
  - a) initial – continual
  - b) renewal - n/a
  - c) who exercises option to renew - n/a
- 5) Contract Amount – City will establish a contingency account to pay for any Project costs determined to be Federal Aid non-participating such as tree relocation and tree removal mitigation not to exceed \$150,000, as well as the City being responsible for all ongoing maintenance related costs upon completion.
- 6) Termination rights – n/a
- 7) Indemnity/Insurance Requirements - City will be named as an additional insured on the Contractor's Public Liability and Property Damages Liability insurance policies.
- 8) Scope of Services – FDOT will provide sidewalk and bike lane improvements as more specifically set forth in Exhibit "A" of the Memorandum of Agreement.
- 9) City's prior experience with Vendor (if any) - Yes.
- 10) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D., City Manager

