

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 16, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Contract with PE Services, LLC

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Public Works
 - 2) Type of Agreement – Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. PW-15-029
 - 4) Term of Contract
 - a) initial – 45 days
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$262,095.50
 - 6) Termination Rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall resurface and provide drainage improvements for the southwest quadrant of City Hall Circle.
 - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager