

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** March 10, 2022
FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Authorization to Proceed with AE Engineering, Inc. to provide construction engineering services for Surtax Project No. BC-HYLWD-2020-00002

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 Development Services, Engineering, Transportation and Mobility Division
- 2) Type of Agreement – Authorization to Proceed based upon Professional Engineering Continuing Services Agreement approved pursuant to Resolution No. 2021-208 and additional agreement required by Broward County for surtax projects attached to item.
- 3) Method of Procurement (RFP, bid, etc.) – Continuing Services Agreement pursuant to CCNA (Section 287.055, Florida Statutes pursuant to Resolution No. R-2021-208/RFQ 4666-21-DCM).
- 4) Term of Contract:
 - a) initial – Project consists of three subtasks with project schedule as follows: (1) subtask 1 – 30 calendar days; (2) subtask 2 – 180 calendar days; and (3) subtask 3- 30 calendar days.
 - b) renewals (if any) – extensions pursuant to subsection 4.2 of construction services agreement.
 - c) who exercises option to renew – City.
- 5) Contract Amount – In an amount not to exceed \$112,740.00.
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable requirements set forth in the agreements.
- 8) Scope of Services – AE Engineering, Inc. will provide construction engineering and inspection services for the surtax project HYLWD-FY-2020-00002 that is a transportation project on N. 58th Avenue between Johnson Street and Sheridan Street. **Scope of Services are set forth in the firm's proposal attached to ATP and Agreement.**

cc: Dr. Wazir Ishmael, City Manager