

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** CRA Chair and Board Members   **DATE:** January 10, 2023  
**FROM:** Douglas R. Gonzales, General Counsel  
**SUBJECT:** Proposed negotiation with the highest ranked firm, Burkhardt Construction, Inc.

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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 – CRA
  - 2) Type of Agreement – Phase 1 Pre-Construction Services Agreement
  - 3) Method of Procurement (RFP, bid, etc.) – Section 287.055, Florida Statutes entitled “Consultants’ Competitive Negotiation Act” (RFQ-4736-22-GJ)
  - 4) Term of Contract:
    - a) initial – to be determined in negotiations
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – to be determined in negotiations
  - 6) Termination Rights – with or without cause
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
  - 8) Scope of Services – Contractor shall provide Construction Management at Risk Services for Phase IV Undergrounding of Overhead Utilities and Streetscape Beautification at east/west streets, streetends, Surf Road from Harrison Street to Magnolia Terrace and State Road A1A from Hollywood Boulevard to the southern city limits.
  - 9) Other Significant Provisions: n/a
- cc: Jorge Camejo, Executive Director for the CRA