

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners  
**FROM:** Jeffrey P. Sheffel, City Attorney

**DATE:** June 22, 2015

**SUBJECT:** Proposed Contract with TLC Diversified, Inc. for Construction Services

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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 Utilities
  - 2) Type of Agreement – Contract
  - 3) Method of Procurement (RFP, bid, etc.) – Bid Project No. 14-9522
  - 4) Term of Contract
    - a) initial – 12 months from the issuance of the Notice to Proceed
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$1,537,000.00
  - 6) Termination rights – Either party may terminate with cause. City may terminate without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – The existing RAS PS No. 2 was constructed in 1973 and is critical to the proper functioning biological process at the wastewater treatment plant. Severe cracking of the walls and revisions to the operating levels within the neighboring clarifier trough in order to meet new regulatory requirements has provided a pathway for multiple leaks to penetrate the interior of the pump station. In addition, electrical and mechanical equipment has reached the end of its useful life and requires replacement.
  - 9) Other significant provisions – n/a
- cc: Wazir Ishmael, City Manager

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** June 22, 2015  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Authorization to Proceed for Work Order No. H&S 15-01 with Hazen and Sawyer, P.C.

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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 Services
  - 2) Type of Agreement – Professional Services Contract
  - 3) Method of Procurement (RFP, bid, etc.) – n/a
  - 4) Term of Contract
    - a) initial – 530 days from the issuance of a Notice to Proceed
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$136,730.00
  - 6) Termination rights – Either party may terminate for cause. City may terminate for convenience.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide professional construction administration services related to the RAS Pump Station Replacement Project.
  - 9) Other significant provisions – n/a
- cc: Wazir Ishmael, City Manager