

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 10, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Authorizing the execution of a contract with Imperial Electrical, Inc. for the installation of new concrete and metal poles and associated electrical work for said poles related to the CCTV camera/security system (Phase 1)

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 – Construction contract
 - 3) Method of Procurement (RFP, bid, etc.) – Bid/Project No. IT 14-024
 - 4) Term of Contract
 - a) initial – Notice to Proceed to be issued in October, 2015 and completed in December, 2015.
 - b) renewals (if any) – n/a.
 - c) who exercises option to renew – n/a.
 - 5) Contract Amount – In an amount not to exceed \$65,000.00.
 - 6) Termination rights – City has right to terminate with or without cause.
 - 7) Indemnity/Insurance Requirements – Vendor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor will install new concrete and metal poles and associated electrical work located on North Surf Road for the Phase 1 CCTV camera/security system.
 - 9) City's prior experience with Vendor (if any) – Yes.
 - 10) Other significant provisions –n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager