

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** September 21, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with DeRose Design Consultants, Inc. for Electrical Engineering Design Services Relating to Turtle Lighting

I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Public Works
- 2) Type of Agreement – Authorization to Proceed pursuant to continuing contract
- 3) Method of Procurement (RFP, bid, etc.) – RFQ
- 4) Term of Contract
 - a) initial – 3 yrs.
 - b) renewals (if any) – Two 1-yr. renewals
 - c) who exercises option to renew – Renewal requires consent of both parties.
- 5) Contract Amount - \$55,930 (est.)
- 6) Termination rights – City can terminate without cause by giving 7 days' notice.
- 7) Indemnity/Insurance Requirements – Consultant will indemnify City and provide insurance.
- 8) Scope of Services – Consultant will provide electrical engineering design services for a lighting level study relating to turtle lighting.
- 9) City's prior experience with Vendor – Yes.
- 10) Other significant provisions – CRA will reimburse City in the estimated amount of \$33,600.

cc: Wazir A. Ishmael, Ph.D., City Manager