

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** May 10, 2016

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Contract with Fitsaw Construction, LLC

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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. 16-9619
  - 4) Term of Contract
    - a) initial – 120 days 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 – \$56,913.00 (\$47,913 for construction costs, \$9,000 for testing, permits and program management services)
  - 6) Termination Rights – Either party may terminate with cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide construction services related to the WWTP lift station repair.
  - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager