

**CITY OF HOLLYWOOD
COMMUNITY REDEVELOPMENT AGENCY
INTEROFFICE MEMORANDUM**

TO: CRA Board

DATE: January 4, 2017

FROM: Jeffrey P. Sheffel, General Counsel

SUBJECT: Proposed Agreement with CPZ Architects, Inc. for Architectural and Engineering Services for the Design of Twenty (20) Lifeguard Towers

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 – CRA
- 2) Type of Agreement – Professional Services
- 3) Method of Procurement (RFP, bid, etc.) – RFQ pursuant to CCNA
- 4) Term of Contract
 - a) initial – To be negotiated.
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – To be negotiated (the total budget for each lifeguard tower, including construction cost, is \$60,000).
- 6) Termination rights – City can terminate immediately without cause.
- 7) Indemnity/Insurance Requirements – Architect will indemnify City and provide insurance.
- 8) Scope of Services – Architect will provide architectural and engineering services for the design of twenty (20) lifeguard towers.
- 9) Other significant provisions – None.

cc: Jorge Camejo, Executive Director