

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

TO: CRA Board **DATE:** February 16, 2017

FROM: Jeffrey P. Sheffel, General Counsel

SUBJECT: Proposed Agreement with Applied Technology and Management, Inc., Moffat & Nichol, CBI Environmental Infrastructure, GBA Engineers & Surveyors, and Coastal Systems International, Inc. for Coastal Engineering Services

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 Consultants’ Competitive Negotiation Act
- 4) Term of Contract
 - a) initial – 5 yrs.
 - b) renewals (if any) – Two 1-yr. renewals
 - c) who exercises option to renew – Renewal of each of the five agreements requires the approval of both parties.
- 5) Contract Amount – The specific fees have yet to be negotiated, but the fees paid to each Vendor over the full term will be limited to \$1,000,000. .
- 6) Termination rights – CRA can terminate without cause.
- 7) Indemnity/Insurance Requirements – Vendors will indemnify City and provide insurance.
- 8) Scope of Services – Vendors will provide coastal engineering services on an alternating, as-needed basis.
- 9) Other significant provisions – None.

cc: Jorge Camejo, Executive Director