

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** CRA Chair and Board Members **DATE:** June 21, 2017

**FROM:** Alan Fallik, Acting General Counsel

**SUBJECT:** Proposed Agreement with Burkhardt Construction, Inc.

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I have reviewed the above captioned agreement for form and legality. The general business terms are as follows:

- 1) Department/Division involved – CRA
  - 2) Type of Agreement – Construction Management at Risk
  - 3) Method of Procurement (RFP, bid, etc.) - Construction Management at Risk (Section 255.20 Florida Statutes)
  - 4) Term of Contract
    - a) initial – Continuing
    - b) renewals (if any) – no
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$1,118,741.05
  - 6) Termination rights – CRA may terminate for cause. CRA may terminate for convenience upon 10 days advance written notice.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
  - 8) Scope of Services – Contract to provide construction management services for streetscape construction plans for the project including removal of trees, new trees, low voltage festoon lighting, and installation of poles for the Police Department’s Closed Circuit TV Project.
  - 9) Other significant provisions – n/a
- cc: George Camejo, Executive Director for the CRA