

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** July 25, 2017

**FROM:** Alan Fallik, Acting City Attorney

**SUBJECT:** Proposed Renewal of Professional Services Agreements with SGM Engineering, Inc., Norman F. Bray, P.E., Inc., and Derosé Design Consultants, Inc. for the provision of mechanical, electrical and plumbing engineering services.

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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 – Professional Services Consultant Agreement.
  - 3) Method of Procurement (RFP, bid, etc.) – Pursuant to Florida Statute Section 287.055, Consultants’ Competitive Negotiation Act. (Original award pursuant to Resolution No. 2014-224)
  - 4) Term of Contract
    - a) initial – Three (4) years
    - b) renewals (if any) – Two (2) additional one (1) year periods. **This is the first renewal.**
    - c) who exercises option to renew – City.
  - 5) Contract Amount – The cumulative amount of fees to be paid for each consultant under each continuing contract shall not exceed \$1,000,000.00.
  - 6) Termination rights – With or without cause.
  - 7) Indemnity/Insurance Requirements – Consultant shall comply with applicable City requirements.
  - 8) Scope of Services – Consultant shall provide mechanical, electrical and plumbing engineering consultant services.
  - 9) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager