

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** May 16, 2018

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Authorization to Proceed for Work Order No. TTH 18-01 with Tetra Tech, Inc.

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 – Authorization to Proceed
- 3) Method of Procurement (RFP, bid, etc.) – Existing Professional Services Agreement procured under Florida Statue 287.055, Consultants Competitive Negotiation Act.
- 4) Term of Contract
 - a) initial – 12 months
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – \$316,680.00
- 6) Termination rights – Either party may terminate for cause. City may terminate for convenience.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall provide professional engineering services related to the design, permitting, and bidding phases for the proposed sewer system.
- 9) Other significant provisions – n/a

cc: Dr. Wazir Ishmael, City Manager