

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** CRA Board Chair and Board Members **DATE:** November 29, 2018

**FROM:** Douglas R.Gonzales, General Counsel

**SUBJECT:** Proposed Second Amendment to the Agreement with Maruti Fleet and Management, LLC to provide transportation services for the trolley circulator shuttle service for 180 days.

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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 – Beach and Downtown District
- 2) Type of Agreement – Contract
- 3) Method of Procurement (RFP, bid, etc.) – RFP-0005-14-CRA. Initial Agreement authorized pursuant to Resolution No. R-CRA-2015-29. **The proposed Resolution is pursuant to Section 38.40(C)(8) best interest which requires a 5/7ths vote.**
- 4) Term of Contract
  - a) initial – commences upon execution and expires on September 30, 2018.
  - b) renewals (if any) – Yes, for two (2) additional one (1) year periods. **Contract was not renewed, however, pursuant to Section 38.48(B), Executive Director extended contract for operational purposes for 90 days (extended contract from September 30, 2018 to December 31, 2018). This proposed Resolution will extend the contract for 180 days until June 30, 2019.**
  - c) who exercises option to renew – n/a
- 5) Contract Amount – The total cost to the CRA for the 180 additional days of service will be approximately \$394,311.00.
- 6) Termination rights – CRA may terminate with or without cause.
- 7) Indemnity/Insurance Requirements – Yes.
- 8) Scope of Services – To provide transportation for the circulator shuttle service to and from assigned stops in Hollywood Beach and Downtown Hollywood.
- 9) City's prior experience with Contractor (if any) – n/a.

- 10) Other significant provisions – In order to extend the Agreement Maruti is requesting the below amendments to the Agreement:
- (a) That the 5% cost adjustment set forth in the current agreement be implemented for Maruti's fixed costs retroactive to October 1, 2017 and applicable to the previous 90-day renewal and this extension request; and
  - (b) That the CRA provide compensation to cover Maruti's overhead costs relating to its rental increase for the period of December 1, 2018 through June 30, 2019 which results in an additional 5% increase plus rental tax for a CRA cost of \$143.10 per month; however, said compensation will continue until June 30, 2019 even if the CRA terminates the Agreement prior to June 30, 2019; and
  - (c) That Maruti will be permitted to utilize mini-bus gas trolleys in excess of 30 days when necessary.

cc: Jorge Camejo, CRA Executive Director