

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** October 22, 2019

FROM: Douglas R. Gonzales, General Counsel

SUBJECT: Proposed Notice to Proceed with Marlin Engineering, Inc. and
Toole Design Group, LLC

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – CRA
- 2) Type of Agreement – Notice to Proceed
- 3) Method of Procurement (RFP, bid, etc.) – Florida Statute Section 287.055, the Consultants' Competitive Negotiation Act
- 4) Term of Contract:
 - a) initial – Marlin Engineering, Inc. – 10 months from the Notice to Proceed
Toole Design Group, LLC – 30 weeks from the Notice to Proceed
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – Marlin Engineering, Inc. - \$332,175.00
Toole Design Group, LLC - \$164,984.00
- 6) Termination Rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
- 8) Scope of Services – Contractors shall provide traffic engineering services for Phase I of the Young Circle Redesign project.
- 9) Other Significant Provisions: n/a

cc: Jorge Camejo, Executive Director for the CRA