

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** October 29, 2019

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Authorization to Proceed with Lighthouse Utility Consulting, Inc. to provide professional services for the development of FY 2019 Large User True-Up related reports and FY 2021 Large User Rate Estimate.

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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– Dept. of Public Utilities
  - 2) Type of Agreement – Authorization to Proceed based upon Professional Services Agreement (Resolution No. R-2015-250)
  - 3) Method of Procurement (RFP, bid, etc.) – RFQ-4464-15-RL
  - 4) Term of Contract:
    - a) initial – December 29, 2019 to May 1, 2020 for this ATP project.
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – In an amount not to exceed \$115,940.00.
  - 6) Termination Rights – with or without cause
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Lighthouse Utility Consulting, Inc. will develop the FY 2019 large user true-up reports and the FY 2021 large user rate estimate in accordance with the Large User Agreement dated October 1, 1990.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager