

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 3, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposal with O'Donnell Dannwolf and Partners Architects, Inc. to provide Architectural/Engineering Services for the 2019 General Obligation Bond Police Headquarters Project

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 Design and Construction Management
 - 2) Type of Agreement – Professional Services Agreement approved pursuant to Resolution No. R-2019-222. The proposal setting forth the scope of services will be included in the executed agreement for this project.
 - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes).
 - 4) Term of Contract: Pursuant to Resolution No. R-2019-222.
 - a) initial – five years
 - b) renewals (if any) – two additional one year terms
 - c) who exercises option to renew – mutual
 - 5) Contract Amount – \$3,966,500.00.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Firm shall comply with applicable City requirements.
 - 8) Scope of Services – Firm shall provide architectural/engineering services that include but are not limited land development, site and building design, construction documents, permitting and construction phase professional services for the Police Headquarters approved by the 2019 GOB. See scope of services attached to this item for details.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager