

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 6, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Authorization to Proceed with Kimberly-Horn & Associates to provide professional engineering services for the development of a bicycle mobility plan.

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 Development Services/Engineering, Transportation and Mobility Division
- 2) Type of Agreement – Authorization to Proceed based upon Professional Services Agreement (Resolution No. R-2018-400)
- 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes- Resolution No. 2018-400 continuing services contract)
- 4) Term of Contract:
 - a) initial – the continuing services contract approved pursuant to Resolution No. R-2018-400 was for a three year term. **This ATP project will be for 12 months.**
 - b) renewals (if any) – The existing agreement has two one year renewal terms.
 - c) who exercises option to renew – both parties.
- 5) Contract Amount – In an amount not to exceed \$74,240.00.
- 6) Termination Rights – City may terminate for cause. Upon seven days' written notice to the Contractor the City may, without cause and without prejudice to any other right or remedy, elect to abandon the work and terminate the contract. In such case the Contractor shall be paid for all work executed and any expense sustained plus reasonable termination expenses, which include, but are not limited to, direct, indirect and consequential costs (including, but not limited to, fees and charges of engineers, architects, attorneys and other professionals and court and arbitration costs).
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.

- 8) Scope of Services – Kimberly-Horn & Associates will provide professional engineering services for the development of a bicycle mobility plan to identify and prioritize specific bicycle mobility projects.
- 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager