

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** January 27, 2020

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

**SUBJECT:** Proposed Authorization to Proceed with Hazen and Sawyer, P.C. for construction administrative/management services during the construction phase of the RAS Pump Station No. 1 Replacement Project.

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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 – Professional Services Agreement (Resolution No. R-2019-283)
  - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes- Resolution No. 2017-283)
  - 4) Term of Contract:
    - a) initial – approximately 21 months from the Authorization to Proceed date.
    - b) renewals (if any) – extensions, if necessary.
    - c) who exercises option to renew – City approval
  - 5) Contract Amount – In an amount not to exceed \$204,027.00.
  - 6) Termination Rights – City may terminate with or without cause. Consultant may terminate if City breaches and fails to cure within 60 days of the breach.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements. (see Sections 8.01 and 8.02)
  - 8) Scope of Services – Hazen and Sawyer will provide construction administrative/management services relating to the RAS Pump Station No. Replacement Project being done by Intercounty Engineering, Inc.
  - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager