

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 7, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Renewal of the Professional Services Agreement with Circuit Transit, Inc. f/k/a Free Ride for Circulator Services

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 – Department of Development Services/Engineering Division
 - 2) Type of Agreement – Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – RFP No. 4579-18-PB pursuant to Resolution No. R-2018-335
 - 4) Term of Contract:
 - a) initial – One year, expired on March 4, 2020.
 - b) renewals (if any) – Yes, three additional one year terms. Pursuant to Section 38.48(B) of the Purchasing Code, the City Manager due to the COVID-19 state of events, extended this agreement for operational purposes for a period of 90 days bringing the existing agreement to June 4, 2020. **This item will be the first renewal, and the term will be retroactive to March 5, 2020 and will expire on March 4, 2021.**
 - c) who exercises option to renew- Mutual
 - 5) Contract Amount – In the estimated annual amount of \$885,360.00. This agreement is jointly funded by the CRA (2/3s) and the City (1/3).
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Yes.
 - 8) Scope of Services – Circuit Transit, Inc. will continue to provide circulator services to and from Downtown Hollywood, Hollywood Beach, and the City's parking garages.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager