

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** May 5, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Authorization to Proceed with Lighthouse Utility Consulting to provide professional services for miscellaneous utility rate and financial consulting services and reports.

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 and renewal of agreement by City Manager pursuant to Section 38.48(C)(1) of the Purchasing Ordinance)
 - 3) Method of Procurement (RFP, bid, etc.) – RFQ No. 4464-15-RL (pursuant to Resolution No. 2015-250).
 - 4) Term of Contract:
 - a) initial – Original agreement was for three years. **For this ATP, the duration of the project is for one year.**
 - b) renewals (if any) – original agreement, yes (agreement was renewed by City Manager for three years which expires on November 14, 2021).
 - c) who exercises option to renew – mutual.
 - 5) Contract Amount – In the amount of \$45,000.00.
 - 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 will provide professional services relating to miscellaneous rate and financial consulting services including reports. Such services may include financial analysis, rate ordinance reviews, rate comparison analysis, agreement interpretation analysis, and other miscellaneous tasks.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager