

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 2, 2020

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

**SUBJECT:** Proposed Issuance of a Series of Authorizations to Proceed with Kimberly Horn and Associates, Inc. to provide professional engineering services for the design of the Hollywood Boulevard and Mobility Hub Project and SR7 Linear Park Improvements.

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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– Design, Construction and Management
  - 2) Type of Agreement – Authorizations 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).
  - 4) Term of Contract:
    - a) initial – continual, as each portion of the project proceeds
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – In an amount not to exceed \$125,750.00. Fees to be paid through a series of ATP's as each portion of the project proceeds.
  - 6) Termination Rights – Either party may terminate for cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Kimberly Horn and Associates, Inc. will provide professional engineering services related to the design of the Hollywood Blvd. and SR 7 Mobility Hub Project and the SR7 Linear Park improvements.
  - 9) Other Significant Provisions: N/A
- cc: Dr. Wazir Ishmael, City Manager