

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** February 11, 2021

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

**SUBJECT:** Proposed Authorization to Proceed with Kimberly-Horn & Associates to provide Professional Engineering Services for the design of the underground utilities along the residential portions of the North Beach neighborhood. (GOB 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 Design and Construction Management.
  - 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-2018-40- was for a three year term. **This ATP project will be for approximately two and a half years.**
    - b) renewals (if any) – The existing agreement has two additional one year renewal terms.
    - c) who exercises option to renew – both parties.
  - 5) Contract Amount – In an amount not to exceed \$245,780.00.
  - 6) Termination Rights – with or without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Kimberly-Horn & Associates will professional engineering consulting services for design of the Undergrounding of Utilities North Beach GOB Project.
  - 9) Other Significant Provisions: N/A
- cc: Dr. Wazir Ishmael, City Manager