

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 16, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Professional Engineering Consultant Services Agreement with Tetra Tech, Inc. related to the design and construction administration services for Hollywood Beach Utility Improvements Phase 1

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 Engineering Consultant Services Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – CCNA (Section 287.055, Florida Statutes). Initial Resolution No. R-2020-293.
 - 4) Term of Contract:
 - a) initial – five years
 - b) renewals (if any) – one additional one year period
 - c) who exercises option to renew – mutual
 - 5) Contract Amount – This project will be done in two phases. This item relates to Phase 1, in a lump sum amount of \$1,377,717.00. Phase 2 will be negotiated in a future time and presented to the City Commission for approval in FY 2023.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Firm shall provide professional engineering consulting services to provide administrative services related to design and construction for the Hollywood Beach Utility Improvements Phase 1 project.
 - 9) Other Significant Provisions: n/a
- cc: Dr. Wazir Ishmael, City Manager