

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 12, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Authorization to Proceed with Kimley-Horn & Associates, Inc. to provide Professional Engineering Services for the Gateway and Neighborhood Signage General Obligation Bond Project

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, Construction and 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-2018-400- was for a three year term. **This ATP project will be completed within six months from the execution of the ATP.**
 - 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 \$40,935.00.
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Kimley-Horn shall comply with applicable City requirements.
- 8) Scope of Services – Kimley-Horn & Associates will provide professional engineering consulting services for the assessment of the condition of 87 existing gateway and neighborhood signs located throughout the City to establish the current extent of structural deterioration of each sign in order to determine whether structural repairs or modifications are necessary. Services are based upon Kimberly-Horn's proposal attached to the item.

Term Sheet continued

9) Other Significant Provisions: n/a

cc: Dr. Wazir Ishmael, City Manager