

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** 4/15/26

FROM: Damaris Henlon, City Attorney

SUBJECT: Proposed Contract With Advanced Roofing, Inc. for Construction of The Fire Station 40 HVAC Unit Replacement Project, In An Amount Up to \$599,660.00.

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 and Construction Management
- 2) Type of Agreement – Construction Management
- 3) Method of Procurement (RFP, bid, etc.) – IFB
- 4) Term of Contract:
 - a) initial – The term of this Contract shall be for a period of 180 calendar days beginning upon the issuance of the notice to proceed.
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – sum amount up to \$599,660.00 including \$200,000.00 Owner’s Contingency which shall be used as directed by the City and approved by the City with the remaining value to be returned to the City.
- 6) Termination Rights – City’s standard
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – The CONTRACTOR shall furnish all labor, materials, and equipment and perform all work in the manner and form provided by the Contract Documents, for:

**FS 40 HVAC UNIT REPLACEMENT PROJECT
Bid No.: IFB-351-26-WV**

- 9) Other Significant Provisions: n/a

cc: Raelin Storey, City Manager