

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 3, 2026
FROM: Damaris Henlon, City Attorney
SUBJECT: Renewal of contract with Southeastern Engineering Contractors for
On-Call and Emergency Water and Sewer Utility Repair Services.

I have reviewed the above referenced Agreement with the participating Department, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Department of Public Utilities
 - 2) Type of Agreement – Contract for services
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. IFB-4730-22-OT
 - 4) Term of Contract: from January 12, 2026, to January 12, 2027
 - a) initial – November 2, 2022 – November 2, 2024 with three additional one-year renewal terms
 - b) renewals (if any) – January 12, 2026, to May 12, 2026 (PU-26-37)
 - c) who exercises option to renew – at the option of the City and under the same terms and conditions
 - 5) Contract Amount – in an amount up to \$1,500,000.00
 - 6) Termination Rights – City reserves the right to terminate.
 - 7) Indemnity/Insurance Requirements – Seller shall comply with applicable City requirements.
 - 8) Scope of Services – On-Call and Emergency Water and Sewer Utility Repair Services.
 - 9) Other Significant Provisions:
- cc: Raelin Storey, City Manager