



Department of Public Utilities
Public Utilities Administration
Inter-Office Memorandum

DATE: January 8, 2026

FILE: PU-26-37

TO: George R. Keller, Jr. CPPT
City Manager

VIA: Adam Reichbach ^{DS} AR
Assistant City Manager

VIA: Chris O'Brien ^{DS} CO
Director, Public Safety

THRU: Otis Thomas ^{DS} OT
Director, Procurement and Contract Compliance ^{DS} JT

FROM: Vincent Morello, P.E. ^{DS} VM
Director, Department of Public Utilities

SUBJECT: Recommendation to extend Southeastern Engineering Contractors, Inc.'s Contract for On-Call and Emergency Water and Sewer Utility Repair Services. The 120-day extension will cover the period from January 12, 2026, to May 12, 2026.

ISSUE:

The Department of Public Utilities is requesting a 120-day extension of the contract with Southeastern Engineering Contractors, Inc. for On-Call and Emergency Water and Sewer Utility Repair Services. The time extension will cover the period from January 12, 2026, to May 12, 2026. A resolution authorizing the extension of the Contract with Southeastern Engineering Contractors, Inc. for On-Call and Emergency Water and Sewer Utility Repair Services will be placed on the City of Hollywood City Commission Agenda in March 2026; this extension ensures that we can use the services of the contractor in the time gap between the contract expiring and the approval of the existing contract's time extension.

AUTHORITY:

§ 38.49 TERMINATION, EXTENSION AND RENEWAL OF CONTRACTS.

(B) Extensions.

The City Manager or designee is authorized to extend for a maximum of 120 days, any contract entered into by the City pursuant to City Commission approval. Any further extensions of such contract require City Commission approval, subject to all requirements of the Procurement Code.

This time extension does not require additional funding.

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SUBJECT: ESSD- Time Extension Southeastern Engineering Contractors, Inc.'s Contract for On-Call and Emergency Contract

Page 2 of 2

RECOMMENDATION:

Approval to extend Southeastern Engineering Contractors, Inc.'s Contract for On-Call and Emergency Water and Sewer Utility Repair Services. The 120-day extension will cover the period from January 12, 2026, to May 12, 2026.

Signed by:

George R. Keller, Jr. CPPT

1/26/2026

APPROVED BY: RESOLUTION NO. 05... George R. Keller, Jr. CPPT
City Manager

Date:

- Attachments: Original Contract
Notice to Proceed
Resolution No. R-2022-337
Resolution No. R-2024-025
Resolution No. R-2024-337

Initial Initial DS DS


