

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 3, 2026
FROM: Damaris Henlon, City Attorney
SUBJECT: As-needed construction administration services by Stantec for Lake
Neighborhood Exfiltration Phase I Project

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 – Request for Qualifications (RFQ) solicitation
- 3) Method of Procurement (RFP, bid, etc.) – RFQ
- 4) Term of Contract: as-needed construction administration services (consultant)
- 5) Contract Amount – up to \$241,060
- 6) Termination Rights – N/A
- 7) Indemnity/Insurance Requirements – Seller shall comply with applicable City requirements.
- 8) Scope of Services – Consultant construction Services for Lake Neighborhood Exfiltration Phase I Project
- 9) Other Significant Provisions:

cc: Raelin Storey, City Manager