

STATEMENT OF BUDGET IMPACT
(Policy Number 94-45)
Budgetary Review of Proposed Resolution &
Ordinances with Financial Implication.

Date: January 21, 2015

File: BIS 15 – 087

File: TMP-2015-00020

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE ATTACHED AUTHORIZATION TO PROCEED FOR WORK ORDER NO. H&S 15-01 BETWEEN HAZEN AND SAWYER, P.C. AND THE CITY OF HOLLYWOOD FOR MISCELLANEOUS PROFESSIONAL ENGINEERING AND ADMINISTRATIVE SERVICES RELATED TO CAPITAL IMPROVEMENT PROJECTS INCLUDED IN THE 2007/2008 WASTEWATER SYSTEM MASTER PLAN ON AN AS-NEEDED BASIS AND FOR AN AMOUNT NOT TO EXCEED \$100,000.00 (CITY PROJECT NO. 15-9117).

Statement of Budget Impact:

1. ☐ No Budget Impact associated with this action;
2. ☒ Sufficient budgetary resources identified/available;
3. ☐ Budgetary resources not identified/unavailable;
4. ☐ Potential Revenue is possible with this action;
5. ☒ Will not increase the cost of Housing;
6. ☐ May increase the cost of Housing; (CDAB review required)

Explanation:

This Resolution seeks authorization for the appropriate City Officials to enter into and execute an Authorization to Proceed for Work Order H&S 15-01 to Hazen and Sawyer, P.C. from the City of Hollywood for the provision of certain professional engineering and administrative services to be provided by staff of Hazen and Sawyer, P.C. on capital improvement wastewater system projects to be identified in the Authorization to Proceed. Previously, the 2007/2008 Wastewater System Master Plan was approved pursuant to Resolution R-2009-095 adopted and approved by the City Commission on April 15, 2009. Certain professional engineering and administrative services are required by staff of the Public Utilities Department to provide for ongoing miscellaneous

and developing needs related to the wastewater system capital improvement projects as well as the provisioning of certain administrative assistance to departmental staff. Among the professional engineering or administrative services to be provided to departmental staff by staff from Hazen and Sawyer, P.C. pursuant to the Authorization to Proceed on an “as-needed” basis includes:

- Regulatory Compliance Matters,
- Large User Agreement Issues,
- Administrative Assistance with respect to:
 - Evaluation of new technologies
 - Periodic reassessment of upgrade and uprate programs
 - Preparation of technical letters, reports, and presentation materials.

By action of the City Commission pursuant to resolution R-2003-001 adopted and approved on January 8, 2003, the City Commission approved an agreement between the City and Hazen and Sawyer, P.C. to enter into a Professional Engineering Services Agreement for Wastewater Treatment Plant Projects. Further, on June 6, 2012, via Resolution R-2012-152, the City Commission approved the execution of an amendment to the existing consulting agreement whereby a fixed term of the agreement was established with provisions for renewal terms. Specific tasks or assignments would be made to Hazen and Sawyer staff through Authorizations to Proceed on Work Orders as may be needed in support of City staff and City projects.

Thereafter, pursuant to Resolution R-2013-110, adopted and approved by the City Commission on May 1, 2013, the City Commission authorized the renewal of the Professional Engineering Services Agreement between Hazen and Sawyer, P.C. and the City for one (1) two year term.

The estimated cost of the Authorizations to Proceed for proposed Work Order H&S 15-01 will not exceed \$100,000.00. Funding for the estimated cost of the Authorization to Proceed for proposed Work Order H&S 15-01 is available in account #42.4000.85860.536.003130 as adopted and approved by the City Commission on October 15, 2014, in Resolution R-2014-301 approving the continuation of funding in FY 2015 for certain Capital Improvement Plan related line item accounts.

PREPARED BY: Kee Juen Eng
Budget Manager

APPROVED BY: Mirtha Dziedzic
Assistant Director Budget and Financial Services