

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, RANKING ENGINEERING FIRMS AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AN AGREEMENT WITH THE HIGHEST-RANKED FIRM TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE CITYWIDE VULNERABILITY ASSESSMENT UPDATE.

WHEREAS, on October 12, 2022, the City Commission passed and adopted Resolution R-2022-304, approving and authorizing the appropriate City officials to accept the Florida Department of Environmental Protection (“FDEP”) Grant in the amount of \$800,000.00 for the Citywide Vulnerability Assessment Update, and authorizing City officials to execute all grant documents and agreements; and

WHEREAS, the Department of Design and Construction Management (“DCM”) has determined that it is necessary to retain the services of a professional engineer to complete the FDEP funded Citywide Vulnerability Assessment Update; and

WHEREAS, the City has followed the procedures set forth in Section 287.055, Florida Statutes, entitled “Consultants’ Competitive Negotiation Act” (“CCNA”) and the City’s Procurement Code to advertise for Statements of Qualifications for engineering design services; and

WHEREAS, on August 25, 2022, Request for Qualifications RFQ-4754-22-WV was advertised on www.bidsync.com; and

WHEREAS, on September 27, 2022, the Office of the City Clerk and the Departments of Procurement and Contract Compliance/DCM received Statement of Qualifications packages from four engineering design firms, as follows:

1. Hazen and Sawyer
2. Moffatt & Nichol, Inc.
3. Tetra Tech, Inc.
4. WSP, USA, Inc. ; and

WHEREAS, a selection committee comprised of in-house professionals consisting of a Project Manager for Utilities (Engineering and Construction Services Division (“ECSD”), DCM’s Engineering Support Services Manager (Architectural), DCM’s Environmental Sustainability Coordinator, the Assistant Director of Utilities ECSD, and DCM’s Engineering Support Services Manager (Engineering), along with a Senior Purchasing Agent from the Office of Procurement and Contract Compliance as a supervising non-voting member; and

WHEREAS, each selection committee member was assigned the task of evaluating Statements of Qualifications and ranking the responses; and

WHEREAS, on October 3, 2022, members of the selection committee met in a publicly advertised meeting to evaluate the Statements of Qualifications and to determine which firms would be invited to present their qualifications for further consideration; and

WHEREAS, upon review of the Statements of Qualifications, the following firms were ranked based upon the published selection criteria and invited to present their qualifications in the second meeting of the selection committee:

1. Hazen and Sawyer
2. Moffatt & Nichol, Inc.
3. Tetra Tech, Inc ; and

WHEREAS, on October 12, 2022, the short-listed firms provided 15-minute presentations, followed by a 15-minute question and response period; and

WHEREAS, the selection committee completed the evaluation process and ranked the firms following the stipulated guidelines/criteria in the Statement of Qualifications package; and

WHEREAS, the following describes the overall and final results of the selection process:

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|--------------------------|-----------|-------|
| 1. Tetra Tech, Inc. | 7 Points | |
| 2. Hazen and Sawyer | 10 Points | |
| 3. Moffat & Nichol, Inc. | 13 Points | ; and |

WHEREAS, it is the recommendation of the selection committee to rank the three firms in the following order for consideration:

1. Tetra Tech, Inc.
2. Hazen and Sawyer
3. Moffat & Nichol, Inc. ; and

WHEREAS, on October 12, 2022, a Notice of Intent to Rank was posted on the City's website and on bidsync.com, and resulted in no bid protests; and

WHEREAS, the Director of DCM recommends that the City Commission approve the ranking and authorize the appropriate City officials to negotiate an agreement with the highest-ranked firm to provide engineering design services as set forth above.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA.

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are incorporated in this Resolution.

Section 2: That the City Commission ranks the professional consulting engineering companies as follows:

1. Tetra Tech, Inc.
2. Hazen and Sawyer
3. Moffat & Nichol, Inc.

Section 3: That it authorizes the appropriate City officials to negotiate the Professional Services Agreement with the highest-ranked firm, Tetra Tech, Inc., together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form and legal sufficiency by the City Attorney.

Section 4: That if the negotiated agreement amount falls within the City Manager's authority pursuant to Section 38.38 of the Procurement Code, the City Manager is authorized to execute the Agreement; and in the event that the contract amount is above the City Manager's authority, the Agreement will be brought back to the City Commission at a later date for consideration and approval.

Section 5: That if the appropriate City officials are unable to negotiate an agreement with the highest-ranked firm, then they are authorized to terminate negotiations with that firm and commence negotiations with the next highest-ranked firm and execute an agreement, if possible, in accordance with Section 3.

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Section 6: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2022.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY for the use and reliance of the City of Hollywood, Florida, only.

DOUGLAS R. GONZALES
CITY ATTORNEY