

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, APPROVING AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE AN AUTHORIZATION TO PROCEED FOR WORK ORDER NUMBER B&C 24-02 WITH BROWN AND CALDWELL FOR IN-HOUSE ENGINEERING SUPPORT SERVICES, ON AN AS-NEEDED BASIS, IN AN AMOUNT UP TO \$300,000.00 FOR A ONE YEAR PERIOD.

WHEREAS, the Department of Public Utilities (“Department”) is responsible for the planning, design, construction management, and inspection of engineering projects; and

WHEREAS, the Department has been unable to recruit qualified candidates to fill multiple vacant positions, including ECSD Manager, Senior Project Manager, and Project Managers; and

WHEREAS, the Department wishes to hire in-house consultant engineers who can perform the work necessary to successfully maintain the Department’s operational functions; and

WHEREAS, examples of the desired water and wastewater-related tasks these consultants are needed to perform include:

- Assistance in the development of capital improvement project budgets, cost estimates, and project schedules
- Design, review, and management of capital improvement projects
- Oversight and inspection of projects during construction
- Preparation of permit modification and renewal documents
- Financial analysis and support for grant funding
- Preparation of technical letters, reports, and presentation materials; and

WHEREAS, on August 30, 2023, the City Commission passed and adopted Resolution No. R-2023-251, which authorized the execution of continuing consulting engineering services contracts with five firms for a period of five years for Water Treatment Plant and Southern Regional Wastewater Treatment Plant projects, one of the firms being Brown and Caldwell (“B&C”); and

WHEREAS, Department staff requested a proposal from B&C for in-house engineering support services, based on the hourly rate schedule established in the Professional Services Agreement dated October 19, 2023; and

WHEREAS, B&C submitted a proposal to provide the engineering services in an amount up to \$300,000.00; and

WHEREAS, the Director of Public Utilities recommends that the City Commission approve and authorize the appropriate City officials to execute the Authorization to Proceed for Work Order Number B&C 24-02 with B&C for in-house engineering support services in an amount up to \$300,000.00, based upon the project scope and fees, and the terms and conditions of the current Continuing Services Agreement; and

WHEREAS, funding for this work order is available in account number 442.400401.53600.531170.000000.000.000.

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 it approves and authorizes the execution, by the appropriate City officials, of the Authorization to Proceed for Work Order No. B&C 24-02 with B&C, together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form by the City Attorney.

Section 3: That this Resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2023.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

APPROVED AS TO FORM:

DOUGLAS R. GONZALES
CITY ATTORNEY