



Department of Public Utilities
Inter-Office Memorandum

Engineering and Construction Services Division

DATE: July 16, 2020 **FILE:** EAC-20-010

TO: Wazir Ishmael, Ph. D., City Manager

VIA Vivek Galav, P.E., Director of Public Utilities *VL*

FROM: Clece Aurelus, P.E., Interim Assistant Director of Public Utilities *CA*

SUBJECT: City Manager's approval of an Authorization to Proceed for EAC Consulting, Inc. in the Amount of \$76,060.56

Issue:

City Manager' approval is required prior to the issuance of an Authorization to Proceed (ATP) to EAC Consulting, Inc.

EXPLANATION:

Lift Station A-09 conveys sewer from the residents of the Boulevard Heights neighborhood to the City's sanitary sewer trunk main line through a 10" asbestos forcemain along N. 70 Avenue, from Johnson St. to Arthur St. This section of forcemain has reached the end of its useful life as evidenced by breaks in recent years. It has been in service since 1958, and its replacement is necessary to provide continuous reliable sanitary sewer service to residents of the neighborhood. The Department contacted EAC Consulting, Inc. to provide design services for replacement of the forcemain.

EAC Consulting, Inc. and City of Hollywood have an existing Professional Services Agreement for General Engineering Consulting Services for water, sewer, reuse and stormwater infrastructure projects approved by City Commission Resolution No. R-2017-284, dated, September 20, 2017.

The Department determined that the proposal meets the needs of the City and that the Department's staff will manage this project, which is expected to last for approximately three months. No additional staff is needed as a result of this project.

Recommendation:

The Department of Public Utilities requests the City Manager approve the attached Authorization of Proceed to EAC Consulting, Inc. for design services for Lift Station A-09 forcemain replacement. Funding for the proposal is available in account number 442.409901.53600.531210.001295.000.000;


APPROVED BY: _____
Wazir Ishmael, Ph.D.
City Manager

Date

VS/vs

Attachments: EAC Consulting, Inc.'s proposal

Teresa Graham

From: Lorna Bailey
Sent: Thursday, August 20, 2020 1:45 PM
To: Rhonda Felder
Cc: Teresa Graham; Clece Aurelus
Subject: signed documents for pick up

Hello,

You have signed documents ready for pick up. Would send them interoffice, but the books are large.

Contract Books – Envirowaste Services Group

ATP – EAC Consulting

ATP- Tetra Tech Inc.

Have a good day

Teresa Graham

From: Lorna Bailey
Sent: Thursday, September 10, 2020 12:58 PM
To: Teresa Graham
Cc: Rhonda Felder; Clece Aurelus
Subject: RE: Copy of Executed Memo ECS-20-006

I have another memo that Waz did not sign. It is for 20-8533 EAC Consulting. Please remember in the future to affix a "sign here" tab to the memos for signing when routing.

Regards

From: Teresa Graham
Sent: Wednesday, September 09, 2020 4:47 PM
To: Lorna Bailey <LBAILEY@hollywoodfl.org>
Subject: RE: Copy of Executed Memo ECS-20-006

Ok, thanks Lorna!

From: Lorna Bailey
Sent: Wednesday, September 09, 2020 4:33 PM
To: Teresa Graham <TGRAHAM@hollywoodfl.org>
Subject: RE: Copy of Executed Memo ECS-20-006

Teresa, Mary says it may be next week before memo is signed. However, she will see how it goes and let me know.

From: Teresa Graham
Sent: Wednesday, September 09, 2020 11:15 AM
To: Lorna Bailey <LBAILEY@hollywoodfl.org>
Subject: RE: Copy of Executed Memo ECS-20-006

Hi Lorna,

Yes, please. Thank you so very much. Let me know if you need my assistance in any way.

From: Lorna Bailey
Sent: Wednesday, September 09, 2020 11:09 AM
To: Teresa Graham <TGRAHAM@hollywoodfl.org>
Subject: RE: Copy of Executed Memo ECS-20-006

It is attached to our copy of ATP, however, City Manager did not sign. Maybe because there was no sign her tab affixed so they overlooked. Do you want me to try and see if he will sign.

From: Teresa Graham
Sent: Wednesday, September 09, 2020 10:32 AM
To: Lorna Bailey <LBAILEY@hollywoodfl.org>
Subject: RE: Copy of Executed Memo ECS-20-006

Hi Lorna,

It should've been attached to this ATP.

From: Lorna Bailey
Sent: Wednesday, September 09, 2020 9:39 AM
To: Teresa Graham <TGRAHAM@hollywoodfl.org>
Subject: RE: Copy of Executed Memo ECS-20-006

Teresa, remind me which document was this attached to.

From: Teresa Graham
Sent: Tuesday, September 08, 2020 2:03 PM
To: Lorna Bailey <LBAILEY@hollywoodfl.org>
Cc: Sandra Meza-Hernandez <SMEZA-HERNANDEZ@hollywoodfl.org>; Nancy Velez <NVELEZ@hollywoodfl.org>
Subject: Copy of Executed Memo ECS-20-006

Hi Lorna,

It appears that ECSD does not have the executed version of the attached memo #ECS-20-006. It was approved by the City Manager, however we don't have the memo with the City Manager's signature on record. Therefore, can you forward it to me at your earliest convenience, please?

Thank you,

Teresa Graham
Administrative Assistant I
Public Utilities, ECSD
1621 N 14 Avenue
Hollywood, FL 33020
Phone: (954) 921-3930
Fax: (954) 921-3258
TGRAHAM@hollywoodfl.org



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