

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 H&S 25-06 WITH HAZEN AND SAWYER, P.C. FOR ON-CALL AND IN-HOUSE ENGINEERING SUPPORT SERVICES, ON AN AS-NEEDED BASIS, IN AN AMOUNT UP TO \$300,000.00.

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

WHEREAS, the Department requires engineering services on an as-needed basis and to engage in-house consultant engineers to successfully maintain the Department’s operational functions, design small projects, and continue meeting regulatory, compliance, legislative, and contractual needs; and

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

- Grant Application and Management
- Regulatory Compliance:
 - Permit modifications and renewals
 - Consent Orders and amendments
 - Proactive participation in the development of new regulation responses
 - Technical evaluations and reports to address regulatory issues
- Support for the Implementation of the Wastewater Master Plan
- Large User Issues:
 - Assistance with engineering aspects of dispute resolution
 - Presentations and project status reports
- Administrative Assistance:
 - Evaluation of new technologies
 - Periodic reassessment of upgrade and uprate programs
 - Preparation of technical letters, reports, and presentation materials
- Engineering Assistance:
 - Development of capital improvement project budgets, cost estimates, and schedules
 - Design, review, and management of capital improvement projects
 - Oversight and inspection of projects during construction
 - Preparation of permit modification and renewal documents; and

WHEREAS, on August 30, 2023, the City Commission passed and adopted Resolution No. R-2023-251, which authorized the execution of continuing professional consulting engineering services agreements with five firms for Water Treatment Plant and Southern Regional Wastewater Treatment Plant Projects, one of the firms being Hazen and Sawyer, P.C. (“H&S”); and

WHEREAS, Department staff requested a proposal from H&S for on-call and in-house engineering support services, based on the hourly rate schedule established in the Professional Services Agreement dated October 17, 2023; and

WHEREAS, H&S submitted a proposal to provide said engineering services in an amount up to \$300,000.00; and

WHEREAS, the Department Director recommends that the City Commission approve and authorize the appropriate City officials to execute the Authorization to Proceed (“ATP”) for Work Order Number H&S 25-06 with H&S for on-call and 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 project was included in the amended FY 2025 Capital Improvement Plan, and is available in account number 442.409903.53600.531300.001299.000.000.

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 ATP for Work Order No. H&S 25-06 with H&S, 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.

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PASSED AND ADOPTED this _____ day of _____, 2025.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

APPROVED AS TO FORM

DAMARIS HENLON
INTERIM CITY ATTORNEY