

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 CHN 24-02 WITH CHEN MOORE AND ASSOCIATES, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES IN AN AMOUNT UP TO \$100,000.00 FOR DESIGN, PERMIT, BID, AND CONSTRUCTION MANAGEMENT SERVICES RELATED TO THE REPLACEMENT OF LARGE DIAMETER WASTEWATER FLOW METERS AND THE INSTALLATION OF DRINKING WATER SAMPLING STATIONS.

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

WHEREAS, large diameter meters play a crucial role in monitoring and controlling various wastewater treatment processes and sewer collection system flows; and

WHEREAS, the Department needs to replace certain large size flow meters as they reach the end of their useful life cycles; and

WHEREAS, the Department also needs to install drinking water sampling stations Citywide to maintain compliance with various water quality monitoring regulations; and

WHEREAS, the Department desires to obtain professional engineering consulting services related to the design, permit, bid, and construction management of the replacement of these large size flow meters as well as the installation of drinking water sampling stations; and

WHEREAS, on September 6, 2023, the City Commission passed and adopted Resolution No. R-2023-277, which authorized the execution of Continuing Services Agreements with eight firms for water, sewer, reuse, and stormwater infrastructure projects, one of the firms being Chen Moore and Associates, Inc. ("CMA"); and

WHEREAS, Department staff requested a proposal from CMA for professional engineering support services for the referenced project; and

WHEREAS, CMA submitted a proposal to provide the requested services in an amount up to \$100,000.00; and

WHEREAS, Department staff evaluated the scope and fee of the proposal, and determined that the negotiated fee is fair, reasonable, and in accordance with industry standards; and

WHEREAS, the Director of the Department and the Interim Chief Procurement Officer recommend that the City Commission approve and authorize the appropriate City officials to execute an Authorization to Proceed for Work Order Number CHN 24-02 with CMA for professional engineering services related to large size flow meter replacements and water sampling station installations, in an amount up to \$100,000.00, based upon the project scope, fees, terms, and conditions of the existing Continuing Services Agreement; and

WHEREAS, funding for this project was included in the amended FY 2024 Capital Improvement Plan and is available in account number 442.409901.53600.563013.001794.000.000.

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 an Authorization to Proceed for Work Order Number CHN 24-02 with CMA, 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 \_\_\_\_\_, 2024.

ATTEST:

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JOSH LEVY, MAYOR

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PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM:

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DOUGLAS R. GONZALES  
CITY ATTORNEY