

**STATEMENT OF BUDGET IMPACT**  
**(Policy Number 94-45)**  
**Budgetary Review of Proposed Resolution &**  
**Ordinances with Financial Implication.**

**Date:** June 4, 2015

**File:** BIS 15 – 195

**File:** TMP-2015-00227

**Proposed Legislation:**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE ATTACHED AUTHORIZATION TO PROCEED FOR WORK ORDER NO. B&C 15-01 BETWEEN BROWN AND CALDWELL AND THE CITY OF HOLLYWOOD FOR PROFESSIONAL AND ENGINEERING SERVICES ON AN AS-NEEDED BASIS AND FOR AN AMOUNT NOT TO EXCEED \$100,000.00; AND TO AMEND THE APPROVED FISCAL YEAR 2015 CAPITAL IMPROVEMENT PROGRAM, AS SET FORTH IN EXHIBIT A (CITY PROJECT NO. 15-1316).

**Statement of Budget Impact:**

1. ☐ No Budget Impact associated with this action;
2. ☒ Sufficient budgetary resources identified/available;
3. ☐ Budgetary resources not identified/unavailable;
4. ☐ Potential Revenue is possible with this action;
5. ☒ Will not increase the cost of Housing;
6. ☐ May increase the cost of Housing; (CDAB review required)

**Explanation:**

This Resolution seeks authorization for the appropriate City Officials to execute and issue the Authorization to Proceed for Work Order No. B&C 15-01 to Brown and Caldwell, Inc., "B&C", from the City of Hollywood for certain professional administrative and engineering services to be rendered on an "as-needed" basis by the Public Utilities Department. Among the professional administrative and engineering services contemplated in this Authorization to Proceed are:

- Preparation of responses to requests for information from the City;
- Attendance at meeting with City personnel on utility related issues;

- Attendance at meeting with other governmental administrative and regulatory agencies as well as other agencies, utilities and organizations;
- Preparation of responses to requests for information from other agencies, utilities and organizations;
- Participation in utility related conference calls;
- Review of utility related materials;
- Development of conceptual planning framework/considerations for emerging utility related topics;
- Provision of technical assessments and the development of advisory opinions on utility related issues including the ocean outfall rule;
- Support of other compliance initiatives;
- Preparation of materials including technical memoranda, reports, and PowerPoint presentations for utility staff use, workshops and outreach efforts; and
- Preparation of presentations at meetings and workshops as may be needed.

On July 15, 2009, pursuant to Resolution R-2009-214, the City Commission approved a Professional Services Agreement for General Engineering Consulting Services for Water and Sewer Projects, between Brown and Caldwell, Inc. and the City of Hollywood for the provision of certain professional administrative, engineering and consulting services which was subsequently renewed on May 1, 2013 by Resolution R-2013-110 and further renewed by Resolution R-2015-068 on April 1, 2015. Pursuant to this agreement, City staff has requested B&C to provide a quote for professional services to be rendered as detailed above on an "as-needed" basis. In response, B&C has submitted an Authorization to Proceed for Work Order No. B&C 15-01 for the requested professional administrative, engineering and consulting services at a cost not to exceed \$100,000.00.

Funding in the amount of \$23,747.00 for the proposed cost of the professional services to be rendered by B&C is available in account #42.4000.85860.536.003130 as approved by the City Commission via Resolution R-2013-311 adopting and approving the FY 2014 – FY 2018 Capital Improvement Plan which contained as one of the plan's items in the Water and Sewer Fund the provision of professional administrative, engineering and consulting services as may be needed by the Public Utilities Department. Subsequently, Resolution R-2014-301 adopted and approved by the City Commission on October 15, 2014, continued the appropriation for the provision of said professional services from FY 2014 to FY 2015. The balance of funding needed, in the amount of \$76,253.00, will become available upon the adoption and approval by the City Commission of a requested amendment of the FY 2015 Capital Improvement Plan by transferring funding from a closed CIP project to the B&C Authorization to Proceed for Work Order #15-01.

**PREPARED AND APPROVED BY:** Kee Juen Eng  
Budget Manager