

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 23-04 WITH HAZEN AND SAWYER, P.C. FOR IN-HOUSE SUPPORT SERVICES, ON AN AS-NEEDED BASIS, IN AN AMOUNT NOT TO EXCEED \$250,000.00.

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

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

WHEREAS, examples of the water and wastewater related tasks for which consultant engineering support staff are needed include:

- Assistance with 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
- Perform financial analysis and support for grant funding
- Prepare technical letters, reports, and presentation materials; and

WHEREAS, on September 20, 2017, the City Commission passed and adopted Resolution No. R-2017-283 which authorized the execution of continuing consulting engineering services contracts with four firms for the water and wastewater projects, one of the firms being Hazen and Sawyer, P.C.; and

WHEREAS, on August 9, 2021, the continuing services contract with Hazen and Sawyer, P.C. was renewed for an additional two-year period; and

WHEREAS, Department staff requested a proposal from Hazen and Sawyer, P.C. for in-house engineering support services, based on the hourly rate schedule established in the Professional Services Agreement dated November 7, 2017; 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 H&S 23-04 with Hazen and Sawyer, P.C. for in-house engineering support services in an amount not to exceed \$250,000.00, based upon the project scope and fees and the terms and conditions of the current Continuing Services Agreement; and

WHEREAS, funding for the attached Authorization to Proceed is available in account numbers 441.400401.53600.531170.000000.000.000 and 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. H&S 23-04 with Hazen and Sawyer, P.C., together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form and legal sufficiency 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.

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JOSH LEVY, MAYOR

ATTEST:

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PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM:

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DOUGLAS R. GONZALES  
CITY ATTORNEY