




**INTEROFFICE MEMORANDUM**  
*Office of the City Manager*

**DATE:** April 01, 2020 **FILE:** CM-20-016

**TO:** Mayor, Vice Mayor, and City Commissioners

**FROM:** Dr. Wazir Ishmael, City Manager 

**SUBJECT:** TMP-2020-197 - Approval of the Agenda Item

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***In an effort to ensure continued operations of the City of Hollywood through the Coronavirus (COVID-19) pandemic, under my authority as City Manager for the City of Hollywood and pursuant to applicable Florida statutes and the Declaration of State of Emergency, I hereby approve the expenditure associated with the below item.***

**ISSUE:**

Injection Wells (IWs) 3 and 4 Pump Station (PS) Design Project is a critical element of the City's Ocean Outfall Legislation (OOL) Compliance Program, which must be complied with no later than December 31, 2025. The IWs construction permit require completion of commissioning and operational permitting by January 30, 2024. The combination of a constrained schedule, time certain permit milestone, the need to coordinate the work with ongoing construction of IWs, and compliance requirements requires urgent approval the subject matter. Failure to meet this deadline could potentially significantly impact the direction of the City's approach to complying with the effluent disposal requirements of the OOL and may result in penalties and other adverse financial consequences.

**EXPLANATION:**

The Director of Public Utilities and the Assistant City Manager approve of the execution of a professional engineering consultant services agreement with the highest ranked firm for design, permitting, and bidding services for the Deep Injection Wells No. 3 and No. 4 Pump Station at the Southern Regional Wastewater Treatment Plant (SRWWTP). To meet the January 30, 2024 deadline associated with the IWs construction permit, elements of the IW 3 and 4 PS Project must be permitted, designed, constructed and placed in normal operation for a duration of 6 to 12 months prior to applying for an operating permit for the injection wells 3 and 4 that are currently under construction. Furthermore, implementation of the required elements of the project must be closely coordinated with the ongoing construction of IWs 3 and 4.

The attached Resolution seeks City Commission approval to authorize the appropriate City officials to execute the attached professional engineering consultant services agreement with the highest ranked firm to provide design, permitting, bidding services for the Deep Injection Wells No. 3 and No. 4 Pump Station at the SRWWTP.

The tasks described in the proposal will be completed in phases in approximately 42 months from the date of Notice to Proceed (NTP). Funding for these services requires amending the approved FY 2020 Capital Improvements Plan, as detailed in the attached Exhibit A

**RECOMMENDATION:**

Approval to execute a professional engineering consultant services agreement with the highest ranked firm to provide design, permitting, bidding services for the Deep Injection Wells No. 3 and No. 4 Pump Station at the SRWWTP.

C: Deputy City Manager  
Assistant City Managers  
City Attorney  
Public Utilities Director  
Procurement Services & Contract Compliance Director