



City of Hollywood

Hollywood City Hall
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Hollywood, FL 33020
<http://www.hollywoodfl.org>

Legislation Text

File #: R-2024-200, **Version:** 1

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Ranking Professional Engineering Consulting Firm Proposals To Update The City's Floodplain Management Plan And Authorizing The Appropriate City Officials To Negotiate And Execute An Agreement With Tetra Tech, Inc., The Highest-Ranked Firm.

Quality of Life & Strong Neighborhoods

Staff Recommends: Approval of the attached Resolution.

Explanation:

The City Of Hollywood participates in the National Flood Insurance Program ("NFIP") and in the Community Rating System ("CRS"). The NFIP provides participating communities with a way for its citizens to obtain flood insurance policies and the CRS is a program within the NFIP that creates a financial incentive for communities to lower NFIP flood insurance premiums by implementing activities beyond the minimum requirements of the NFIP. Currently, the City is a Class 6 community (out of 10) which offers a 20% reduction in flood insurance premiums for all policyholders.

The Department of Public Utilities ("Department") administrates the activities under the NFIP/CRS programs and on behalf of the City applied for and was awarded a grant for \$400,000.00 through the State of Florida Department of Economic Opportunity, Federally Funded, Community Development Block Grant Mitigation Program ("CDBG-MIT") to update the City's Floodplain Management Plan ("FMP"). The FPM is an activity under the CRS program that provides guidance and achievable goals to increase the resiliency of the community by reducing exposure to flood hazards. The grant was accepted by the City under resolution R-2021-235 and the Department needs to retain professional engineering consultant services to update the City's FMP.

This agenda item seeks City Commission authorization for the appropriate City officials to execute a professional engineering consultant services agreement with the highest-ranked firm, Tetra Tech, Inc. ("Tetra") to provide professional engineering services to update the FMP.

On March 4, 2024, Department and Office of Procurement and Contract Compliance ("Procurement") staff followed procedures established in Florida Statute 287.055, Consultants' Competitive Negotiation Act ("CCNA"), and the City's Procurement Ordinance, to

advertise for statements of qualifications via RFQ-065-24-JJ (“RFQ”) for services to update the City’s FMP.

On April 10, 2024, the RFQ was opened and Procurement received statements of qualification packages from the following three firms:

1. Brizaga, Inc
2. Keith
3. Tetra Tech, Inc.

Procurement assembled a diverse selection committee composed of four qualified in-house professionals. On April 29, the Selection Committee met to evaluate the statements of qualifications and rank the participating consulting firms.

The following table describes the overall and final results of the three firms ranked from the selection process.

| <u>Company</u> | <u>Total Points</u> | <u>Ranking</u> |
|------------------|---------------------|----------------|
| Tetra Tech, Inc. | 385 Points | First |
| Keith | 328 Points | Second |
| Brizaga, Inc. | 320 Points | Third |

The Department Director and the interim Chief Procurement Officer recommend that the City Commission authorize the appropriate City officials to execute a continuing consulting engineering agreement with Tetra, the highest-ranked firm to provide professional engineering consultant services, to update the City’s FMP.

Fiscal Impact:

Funding for this project will come from grant proceeds which will be allocated on a future budget amendment subject to approval and adoption by the City Commission. The contract cost is unknown until negotiations are finalized and required funding will be determined at that time.

Department of Public Utilities staff will coordinate this project. No additional staff are needed as a result of this project.

Recommended for inclusion on the agenda by:

Feng (“Jeff”) Jiang, P.E., Assistant Director, Department of Public Utilities

Vincent Morello, P.E., Director, Department of Public Utilities

Gus Zambrano, Assistant City Manager/Sustainable Development