

RESOLUTION NO.: R-2025-249

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 B&C 25-03 WITH BROWN AND CALDWELL, TO PROVIDE PROFESSIONAL ENGINEERING SERVICES RELATED TO THE DESIGN AND BIDDING OF MECHANICAL INTEGRITY TESTING FOR DEEP INJECTION WELLS NO. 1, 2, 3, AND 4, IN AN AMOUNT NOT TO EXCEED \$65,122.00.

WHEREAS, per Rule 62-528 of the Florida Administrative Code, Deep Injection Wells ("DIW") must demonstrate both internal and external mechanical integrity every 5 years; and

WHEREAS, there are four DIW's in service at the Southern Regional Wastewater Treatment Plant ("SRWWTP") with the following deadlines for completion of mechanical integrity testing ("MIT"):

- Injection Well No. 1 – August 20, 2027
- Injection Well No. 2 – August 30, 2027
- Injection Well No. 3 – April 25, 2026
- Injection Well No. 4 – September 6, 2026; and

WHEREAS, the initial step in conducting the required MIT is the design and bidding for the project; and

WHEREAS, on August 30, 2023, the City Commission passed and adopted Resolution No. R-2023-251 authorizing the execution of five-year continuing consulting engineering services contracts with five firms for Water Treatment Plant and SRWWTP projects, one of the firms being Brown and Caldwell ("B&C"); and

WHEREAS, the Department of Public Utilities ("Department") requested a proposal from B&C to provide design and bidding services for MIT of the four deep injection wells; and

WHEREAS, B&C submitted a proposal to provide these services in an amount up to \$65,122.00; and

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

WHEREAS, the Department Director and the Director of Procurement & Contract Compliance recommend that the City Commission authorize the appropriate City officials to execute the attached Authorization to Proceed ("ATP") for Work Order Number B&C 25-03 with B&C to provide professional engineering services for the design and bidding of MIT for the four DIWs at the SRWWTP, in an amount up to \$65,122.00, based upon the project scope and fee proposal and the terms and conditions of the current Continuing Services Agreement for the project; and

WHEREAS, funding for this project was included in the amended FY 2025 Capital Improvement Plan, and is available in account number 442.409903.53600.563010.001799.000.000; and

WHEREAS, the consultant will complete the proposed professional engineering services in approximately four months.

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 ATP for Work Order Number B&C 25-03 with B&C, 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.

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PASSED AND ADOPTED this 2 day of July, 2025.

  
Josh Levy  
FOR JOSH LEVY, MAYOR

ATTEST:

Patricia A. Cerny  
PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED AS TO FORM:

Damaris Henlon  
DAMARIS HENLON  
CITY ATTORNEY



**CITY OF HOLLYWOOD  
DEPARTMENT OF PUBLIC UTILITIES  
ENGINEERING AND CONSTRUCTION SERVICES**

1621 N. 14<sup>th</sup> Avenue  
Hollywood, FL 33020  
Phone (954) 921-3930

**CONSULTANT'S AUTHORIZATION TO PROCEED**

To: Brown & Caldwell Date: \_\_\_\_\_

Facility Name: Southern Regional Wastewater Treatment Plant Project No.: \_\_\_\_\_

Project Name: DIW No. 3 and No. 4 MIT Work Order Number: B&C 25-03

You are hereby authorized to proceed with the following services:

- Basic Services  
 Additional/Reimbursable Services, as described below:

In accordance with executed Professional Services Agreement with **Brown & Caldwell (B&C)**, dated **August 30, 2023**, pursuant to Resolution No. **R-2023-251** and based upon **B&C** proposal, for subject project, dated **May 1, 2025**.

This work is to be completed and submitted on or before:

See attached schedule dated: \_\_\_\_\_

Payment for these services shall be:  Lump Sum:  
 Not to exceed: \$65,122.00

Percentage

AUTHORIZED DESIGN VALUE

CONSULTANT'S ESTIMATED COST

Construction Budget:	\$	\$
Additive Alternates:	\$	\$
Total Construction Budget:	\$	\$

	BASIC SERVICES	SUPP. SERVICES	TOTAL
Total Estimated Fees:			
Fee Authorized Including This ATP	\$ 65,122.00	\$	\$ 65,122.00
Less Fee Previously Authorized	\$ 0.00	\$	\$ 0.00
Fee Authorized This ATP:	\$ 65,122.00	\$	\$ 65,122.00

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:

\_\_\_\_\_  
Damaris Henlon, Interim City Attorney

\_\_\_\_\_  
Stephanie Tinsley, Director  
Department of Financial Services

The City of Hollywood, Florida

Attest:

By: \_\_\_\_\_  
Josh Levy, Mayor

\_\_\_\_\_  
Patricia A. Cerny, MMC, City Clerk

\_\_\_\_\_  
Accepted By Consultant:

Account No.: 442.409903.53600.563010.001799.000.000

Note to Consultant: Please sign and return to the Engineering and Construction Services Division.