



City of Hallandale Beach City Commission Agenda Cover Memo

Hallandale Beach
PROGRESS. INNOVATION. OPPORTUNITY.

Meeting Date:	September 18, 2019		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading N/A		2nd Reading N/A	
	X			Public Hearing: <i>(Enter X in box)</i>	Yes	No	Yes
Funding Source:	3390W- 543010		Advertising Requirement: <i>(Enter X in box)</i>		Yes		No
					X		
Account Balance:	\$ 43, 281.08 (FY 18/19)		Quasi Judicial: <i>(Enter X in box)</i>	Yes		No	
					X		
Project Number :	N/A		RFP/RFQ/Bid Number:	RFP#FY 2015-2016- 024 Development of a Sustainability Action Plan			
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>				
	X		Safety <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Vibrant Appeal <input checked="" type="checkbox"/>				
Sponsor Name:	Greg Chavarria, City Manager		Department Public Works:	James F. Sylvain, P.E., Director			

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING CONTRACT WITH REYNOLDS, SMITH AND HILLS, INC TO CONDUCT THE CITY'S GREENHOUSE EMISSION INVENTORY IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND (\$15,000) DOLLARS; AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

Staff is recommending the City Commission agree to amend the existing Sustainability Action Plan contract with Reynolds, Smith, and Hills (RS&H) to include the optional service of a Greenhouse Gas Emission Inventory.

Background:

This item seeks City Commission approval to select RS&H as the consultant to conduct the City of Hallandale Beach's (City) Greenhouse Gas (GHG) Emission Inventory.

On March 2, 2017 the City Commission awarded RFP 2015-2016-024, Development of a Sustainability Action Plan to the highest ranked proposer, RS&H (Exhibit 2). This RFP included on page 5, that "the proposer may also offer an *Optional Service* consisting of a greenhouse gas inventory, which the City may accept at its discretion." RS&H included this optional service as part of their proposal and the optional service was included in Exhibit 1 of their executed contract (Exhibit 3). The City did not award the "optional service" in 2016 due to budget limitations.

On May 16, 2018 the City Commission adopted the Sustainability Action Plan (SAP) (Exhibit 4), which included a project to "Complete a Greenhouse Gas Inventory & Set Reduction Targets," (Exhibit 5). The estimated cost of the project as defined in the SAP is \$24,500.

On March 6, 2019 the City Commission committed to funding a GHG Emission Inventory in the fiscal year 2019/2020 (Exhibit 6). Additionally, the City Commission committed to reducing emissions from our baseline by 45% by 2030 and 100% by 2055, meeting the goals set forth in the United Nations Intergovernmental Panel on Climate Change Special Report on Global Warming of 1.5°C of SR15.

Since the completion of the SAP, RS&H has provided a revised Scope of Services related to the "Optional Service" consisting of a GHG emission inventory (Exhibit 7). Due to the benchmarking process utilized in the SAP, their revised quote is \$15,000, almost \$10,000 below the SAP estimated project cost.

Current Situation:

The initial term of the contract was scheduled to terminate at the end of the Scope of Services or after one fiscal year had passed from contract execution date of On May 5, 2017. Staff recommends City Commission amend the existing SAP contract to award the GHG Emission Inventory work to RS&H to be completed after October 1, 2019.

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-6 Award of Contract, The City Manager shall have the authority to recommend to the City Commission award of contracts.

Fiscal Impact:

City Commission approval of a \$15,000.00 allocation in the Utilities Fund for Fiscal Year 2019-2020 budget for performing a GHG Emission Inventory is anticipated pursuant to Resolution 2019-021.

PROPOSED ACTION:

Staff recommends the City Commission approve the attached Resolution authorizing the City Manager to issue a change order to RFP# FY 2015-2016-021 Development of a Sustainability

Action Plan to include the Greenhouse Gas Emission Inventory optional scope of services in a total amount not to exceed fifteen thousand dollars (\$15,000).

ATTACHEMENT(S):

- Exhibit 1 – Proposed Resolution
- Exhibit 2 – Resolution 2017-023
- Exhibit 3 – Executed Contract
- Exhibit 4 – Resolution 2018-042
- Exhibit 5 – Sustainability Action Plan Excerpt
- Exhibit 6 – Resolution 2019-021
- Exhibit 7 - SAP Agreement, Quote and Scope of Services