



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1st Reading	2nd Reading
8/19/2020	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	N/A	N/A
File No.:		Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
20-172		Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
		Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number:	
\$154,245	\$155,000	3310W-534010-P2013	P2013	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Consultants' Competitive Negotiation Act (CCNA), Continuing Professional Architectural and Engineering Services RFP #FY 2013-2014-006	James Sylvain, Director	Public Works	
Strategic Plan Focus Areas:				
<input type="checkbox"/> Financial	<input type="checkbox"/> Organizational Capacity	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Development, Redevelopment and Economic Development	
Implementation Timeline				
Estimated Start Date: 8/1/2020 Estimated End Date: 9/30/2020				

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA AUTHORIZING THE CITY MANAGER TO APPROVE UTILIZING HAZEN AND SAWYER, INC. TO PERFORM AN ASSESSMENT AND SUBMIT A REPORT TO THE EPA AS REQUIRED BY THE AMERICAN WATER INFRASTRUCTURE ACT OF 2018, IN ACCORDANCE WITH RFP #FY2013-2014-006, CONTINUING SERVICES CONTRACT, FOR A TOTAL AMOUNT NOT TO EXCEED \$154,245; AND PROVIDING AN EFFECTIVE DATE.

400 South Federal Hwy
Hallandale Beach, FL 33009

STAFF SUMMARY:

Summary:

This agenda item seeks to retain Hazen and Sawyer to perform an assessment and submit a report to the EPA as required by the American Water Infrastructure Act of 2018, in accordance with RFP #FY2013-2014-006, Continuing Services Contract, at a cost not to exceed \$154,245.

Background:

The America's Water Infrastructure Act of 2018 ("the Act") requires that all community water systems serving populations greater than 3,300 persons assess the risks to, and resilience of, its system (referred to hereinafter as the Risk and Resilience Assessment or "RRA"). The RRA shall include the following elements:

- Risk to the system from malevolent acts and natural hazards
- Resilience of the infrastructure, including Supervisory Control and Data Acquisition
- (SCADA)/cyber resilience
- Monitoring practices of the system
- Financial infrastructure of the system
- Use, storage, and handling of various chemicals by the system
- Operation and maintenance of the system

The detailed RRA shall culminate with an implementation plan for capital and operational needs for risk and resilience management of the system. The RRA must be reviewed every five years to determine if the assessment shall be revised. Upon review, the water system shall recertify the original assessment or certify a revision to the assessment. Within six months of completion of the RRA, America's Water Infrastructure Act of 2018 also requires a letter of certification to EPA that the Emergency Response Plan (ERP) for a utility is updated, and at least every 5 years thereafter. The ERP must contain the following elements:

- Strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system
- Plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water
- Actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to communities and individuals, including the development of alternative source water options, relocation of water intakes, and construction of flood protection barriers; and
- Strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system

The ERP can be developed based on existing emergency plans such as the City's Hurricane Plan but is required to include response protocols for any type of emergency or event identified as a threat during the RRA. The suggested format for the ERP is based on the Federal Emergency

Management Agency Comprehensive Preparedness Guide (CPG101) and on American Water Works Association guidance M19, with sections including the basic plan, hazard-specific procedures, and communication/coordination information

Current Situation:

Currently the city does not have staff with the experience to formulate the RRA and the upcoming deadline does not offer us the opportunity to perform this work in house. The assessment shall be finalized, and the report needs to be submitted to the Administrator of the Environmental Protection Agency (EPA) by June 30, 2021.

Staff has solicited the services of Hazen and Sawyer to perform this assessment and write the report, utilizing the Consultants' Competitive Negotiation Act (CCNA), Continuing Professional Architectural and Engineering Services, RFP #FY 2013-2014-006, awarded on November 19, 2014 through Resolution No. 2014-138 (Exhibit 2).

Hazen and Sawyer submitted a cost proposal in the amount of \$154,245 (Exhibit 3).

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000.00 shall be based on competitive bids. Furthermore, 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.

Cost Benefit

Staff has reviewed the CCNA, Continuing Services Contract and decided that Hazen and Sawyer offers the City the best opportunity to perform this assessment since this firm has significant knowledge of the City's current water treatment facility and water transmission system. This will result in minimal staff involvement as it relates to information gathering which will allow for a better opportunity to meet the federal deadline for submission.

PROPOSED ACTION:

Staff recommends approval of the resolution authorizing the City Manager to approve utilizing Hazen and Sawyer, Inc. to perform an assessment and submit a report to the EPA as required by the American Water Infrastructure Act of 2018, in accordance with RFP #FY2013-2014-006, Continuing Services Contract, for a total amount not to exceed \$154,245.

ATTACHMENT(S):

Exhibit 1 – Proposed Resolution
Exhibit 2 – CCNA Resolution 2014-138
Exhibit 3 – Hazen and Sawyer Proposal