



**Hallandale Beach**  
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## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:		Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading	
<b>9/1/2021</b>		<input checked="" type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Other</b>		Ordinance Reading	<b>N/A</b>	<b>N/A</b>
				Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
				Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
				Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
File No.:						
<b>21-306</b>						
Fiscal Impact (\$):		Account Balance (\$):	Funding Source:	Project Number:		
<b>\$110,145</b>		<b>\$112,160</b>	<b>491-3591S-565010</b>	<b>P2133</b>		
Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	RFP # FY 2018-2019-012 CONSULTANT COMPETITIVE NEGOTIATION ACT (CCNA) CONTINUING PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES AND OTHER SERVICES	<b>Jeffrey Odoms, Director</b>	<b>Public Works</b>		
Strategic Plan Focus Areas:						
<input checked="" type="checkbox"/> <b>Finance &amp; Budget</b>		<input type="checkbox"/> <b>Organizational Capacity</b>		<input checked="" type="checkbox"/> <b>Infrastructure/Projects</b>		
Implementation Timeline:						
Estimated Start Date: 10/1/2021    Estimated End Date: 9/30/2022						

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING USE OF CONTINUING SERVICE AGREEMENT TO RETAIN THE SERVICES OF CHEN MOORE AND ASSOCIATES, INC. TO DESIGN THE PUMP STATION #3 IMPROVEMENTS PROJECT IN AN AMOUNT NOT-TO-EXCEED ONE HUNDRED TEN THOUSAND, ONE HUNDRED FORTY-FIVE DOLLARS (\$110,145); AND PROVIDING AN EFFECTIVE DATE.**

## **STAFF SUMMARY:**

### **Summary:**

This agenda item seeks City Commission approval to retain the services of Chen Moore and Associates to design the Pump Station #03 Improvements in accordance with RFP #2018-2019-012 – Continuing Professional Architectural and Engineering Services, for an amount not-to-exceed \$112,160. The above listed consultant will be providing services based on the following discipline Civil Engineering Services. The preliminary opinion of probable cost for this project is \$1,488,750 (Exhibit 2).

### **Background:**

On August 5, 2020, the City Commission approved Resolution No. 2020-054 authorizing continuing service agreements to be awarded in accordance with the Consultant Competitive Negotiation Act (CCNA) (Exhibit 3).

The Public Works team continues to reassess the City's current infrastructure picture. Based on our findings during both past and recent emergency responses to infrastructure failures, we believe we need to immediately initiate as many projects for design as we can to engage in an effective rehabilitation strategy for the City.

### **Current Situation**

The Pump Station #03 Improvements Project was identified in Wastewater Master Plan. The existing Pump Station #03 was constructed approximately 25 years ago and, in accordance with the Wastewater Master Plan prepared by Hazen & Sawyer, it has been identified as a high priority need for rehabilitation.

Chen Moore and Associates has submitted the attached cost proposal to perform the work described above for an amount not-to-exceed \$110,144.71 (Exhibit 4).

### **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. Chapter 23, Section 23-8 (7) Continuing Services Agreements. Individual purchases for professional services not exceeding \$75,000 made pursuant to continuing services agreements resulting from a publicly solicited Request for Proposals may be approved by the City Manager.

### **Cost Benefit:**

Initiating the design of these multiple projects now will allow for a more effective use of bond proceeds for construction upon their disbursement. Additionally, we know many grant opportunities require an applying municipality to have "shovel ready" projects for funding consideration. The City has missed out on previous opportunities to apply for grants because of

not having projects at this stage of readiness. The Public Works team believes that changing this dynamic, applying for and potentially receiving grant funds, will expedite our ability to rehabilitate our infrastructure with the additional funding.

**PROPOSED ACTION:**

City Commission to approve the attached Resolution authorizing to retain the services of Chen Moore and Associates to design Pump Station #03 Improvements, in accordance with RFP #2018-2019-012 – Continuing Professional Architectural and Engineering Services, for an amount not-to-exceed \$110,144.71; and authorizing the City Manager to execute the awarded contract.

**ATTACHMENT(S):**

- Exhibit 1 – Resolution
- Exhibit 2 – Preliminary Opinion of Probable Cost
- Exhibit 3 – Resolution 2020-054 -CCNA
- Exhibit 4 – Scope of Services Proposal

Prepared By: Peter Kunen  
Peter Kunen  
Assistant Director of Public Works/City Engineer

Reviewed By: Jeff Odoms  
Jeff Odoms  
Interim Director of Public Works

Approved By: Noemy Sandoval  
Noemy Sandoval  
Assistant City Manager