



**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>10/6/2021</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>21-359</b>				
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number:	
<b>\$24,644</b>	<b>\$25,000</b>	<b>490-3595S-531010</b>	<b>P1714</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: 10/6/2021    Estimated End Date: 9/31/2022				

**SHORT TITLE:**

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING A CHANGE ORDER FOR ADDITIONAL CONSTRUCTION DESIGN SERVICES BY CRAVEN THOMPSON & ASSOCIATES, INC. IN CONNECTION WITH THE LIFT STATION NO. 8 REPLACEMENT PROJECT IN AN ADDITIONAL AMOUNT OF TWENTY-FOUR THOUSAND, SIX HUNDRED FORTY-FOUR DOLLARS (\$24,644), RAISING THE TOTAL NOT-TO-EXCEED DESIGN SERVICES AMOUNT FOR THE PROJECT TO ONE HUNDRED NINETY-SEVEN THOUSAND, TWO HUNDRED TWENTY-NINE DOLLARS (\$197,229); AND PROVIDING AN EFFECTIVE DATE.**



## **STAFF SUMMARY:**

### **Summary:**

This agenda item seeks City Commission's approval to utilize Craven Thompson & Associates (CTA) for additional construction services in the amount of \$24,644 for the Pump Station No. 8 replacement project. This will result in a new not-to-exceed total of \$197,229; and authorizing the City Manager to execute all related documents to effectuate the purchase.

### **Background:**

On June 6<sup>th</sup>, 2018, the City Commission approved Resolution No. 2018-047 authorizing CTA to complete the design, provide site visits, plan revisions, utility coordination, and inspection as part of Construction Engineering Inspection (CEI) services of Pump Station No. 8 (Exhibit 2).

The Contractor (Hinterland Group, Inc.) has encountered unforeseen water, sewer, and telecommunication utility conflicts which has required CTA to provide additional site visits, plan revisions, utility coordination, and inspection efforts. Because of this, CTA will incur additional staff hours above the original allotted amount budgeted for their construction services related to the completion and certification of this project. Furthermore, due to work backlogs caused by Covid 19, CTA incurred additional staff hours above the allotted amount for the construction services related to certifying the completion of Lift Station No. 8 (Exhibit 3).

### **Current Situation**

The City is currently upgrading major infrastructure as necessary to ensure that the needs of increased development intensity are met. Modeling results performed by the City's consultant, identified the need for upgrades to one of the City's Lift Stations (Lift Station 8). Lift stations are essential to City operations, as they function to ensure that wastewater reaches its final treatment destination. Lift Station No. 8 is located at 500 Old Federal Highway.

Pump Station No. 8 is currently under construction and needs to remain on schedule to meet the City's Development needs. This pump station is a vital piece of infrastructure that needs to be completed on time. Staff requests an increase in the authorized amount to spend with Craven Thompson & Associates for FY 2021-2022 to \$197,229 in order to complete the CEI services for this project.

### **Why Action is Necessary:**

Pursuant to Code of Ordinances, Chapter 23-12 (7) Change orders. Any change in the contract price, scope of work or time for completion of any project following the award of a contract shall be by a written change order, approved by the City Manager and executed with the same formalities as the contract. However, the City Manager may approve and execute change orders without City Commission approval subject to the following limitations:

- a) The City Manager may approve any change orders so long as the total sum of all change orders does not exceed the total amount awarded by the city commission by more than either ten percent of the contract cost or \$50,000.00, whichever is less. The scope of any project may not be changed without prior approval of the City

Commission. No increase in contract price shall be approved unless there are sufficient funds available for such purpose.

**Cost Benefit:**

The construction of Pump Station No. 8 is beneficial to the City, as it will ensure the needs of increased development intensity are met. This key infrastructure component is essential, as it will allow future development to take place within the City. Increasing the P.O. during this stage of construction will help keep this project on schedule. Pump Station No. 8 needs to be operational and online within one year to be able to accommodate the additional sewer flows coming from new development projects that have either been completed or are nearing their construction completion.

**PROPOSED ACTION:**

City Commission to approve the attached resolution authorizing approval to utilize Craven Thompson & Associates (CTA) for additional construction services in the amount of \$24,644 for the Pump Station No. 8 replacement project. This will result in a new not-to-exceed total of \$197,229; and authorizing the City Manager to execute all related documents to effectuate the purchase.

**ATTACHMENT(S):**

- Exhibit 1 – Resolution
- Exhibit 2 – Resolution No. 2018-047
- Exhibit 3 – Contract Change Order

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

Reviewed By: Jeff Odoms  
Jeff Odoms  
Director of Public Works

Approved By: Jeremy Earle  
Dr. Jeremy Earle  
City Manager