



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:		File No.:		Item Type:		1 st Reading		2 nd Reading	
8/5/2026		26-270		☒ Resolution ☐ Ordinance ☐ Other		Ordinance Reading		N/A	
						Public Hearing		☐	
						Advertising Required		☐	
						Quasi-Judicial:		☐	
Fiscal Impact (\$):		Account Balance (\$):				Funding Source:		Project Number:	
\$488,340		\$593,478				490-3310W-531010		N/A	
Contract Required:		P.O. Required:		RFP/RFQ/Bid Number:		Sponsor Name:		Department:	
☒ Yes	☐ No	☒ Yes	☐ No	RFP # FY 2024-2025-14 Consultant Competitive Negotiation Act (CCNA) Continuing Professional Architectural and Engineering Services and Other Service		Marlon Lobban, Director		Public Works	
Strategic Plan Focus Areas:									
☐ Fiscal Stability		☐ Resident Services		☐ Public Safety		☒ Infrastructure & Mobility		☐ Economic Development & Affordable Housing	
Implementation Timeline:									
Estimated Start Date: 9/1/2026						Estimated End Date: 9/1/2027			

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA AUTHORIZING A WORK AUTHORIZATION FOR CCNA FIRM HAZEN AND SAWYER, P.C. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES IN A NOT TO EXCEED AMOUNT OF FOUR HUNDRED, EIGHTY-EIGHT THOUSAND, THREE HUNDRED AND FORTY DOLLARS (\$488,340) TO CREATE THE CITY'S WATER MASTER PLAN UPDATE 2027; AND PROVIDING AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

This agenda item seeks City Commission's approval to retain the services of Hazen and Sawyer (HAZEN), to update the City's Water Distribution System Master Plan in accordance with RFP # FY 2024-2025-14 Consultant Competitive Negotiation Act (CCNA) Continuing Professional Architectural and Engineering Services and Other Services, for an amount not-to-exceed \$488,340. The above-mentioned consultant will be providing design services based on the following discipline: Water Resources, Stormwater and Wastewater.

Background:

The City of Hallandale Beach owns, operates and maintains a water supply, treatment and distribution infrastructure system to supply drinking water to approximately 40,000 people within its water service area. The City's water service area consists primarily of residential and commercial customers.

The water distribution system includes approximately 75 miles of piping, along with valves, tanks, and pumps that convey water throughout the City. These critical assets provide adequate water supply to the City's customers for purposes of drinking, sanitation, fire protection and emergencies (e.g., hurricanes).

The City has requested HAZEN provide professional engineering services to update the Water Distribution System Master Plan including updating the water distribution system hydraulic model based on latest population projection estimates for the City based on 2020 census and the current projected developments in accordance with the projections as developed under the Water Supply Facility Plan prepared by HAZEN for the City. In addition, the City requests that HAZEN prepare a Water Treatment Plant Master Plan under this work authorization and merge it with the Distribution System Master Plan Update. The resultant document will be hereinafter referred to as the "Water Master Plan Update 2027".

Current Situation:

On September 15, 2025, the City Commission approved Resolution No. 2025-113 (Exhibit 2) authorizing continuing service agreements to be awarded in accordance with the Consultant Competitive Negotiation Act (CCNA) per RFP # FY 2024-2025-14 Consultant Competitive Negotiation Act (CCNA) Continuing Professional Architectural and Engineering Services and Other Services, to a selected group of design professional firms.

Hazen and Sawyer submitted the attached cost proposal (Exhibit 3) to perform the work described above for an amount not-to-exceed \$488,340. This is inclusive of all subconsultants should they be utilized.

The scope of services entails Data Collection, Field Work, and Analysis; Population and Water Demand Projections and Geospatial Demand Allocations; Water Hydraulic Modeling; Storage Evaluation; Identification of Water Main Renewal and Replacement

Needs; Water Treatment Plant Conceptual Planning; Master Plan Report Update; Project Management and Meetings.

If approved by the City Commission, the design contract will be finalized, and the estimated Project Design Schedule is as follows:

Commission Award	August 05, 2026
Anticipated Start (NTP)	September 01, 2026
Anticipated Completion	September 01, 2027

Why Action is Necessary:

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-5 Competitive procurement required; Procurement Mechanisms, (5) Continuing Services Agreements. Individual purchase of services quoted on a per-project basis pursuant to the terms solicited via RFP. Furthermore, Section 23-9, Award, (e) The City Manager may award procurements within the delegated spending authority. All other procurements, except emergency procurements, require commission approval for award.

Cost Benefit:

Effective water management through proper planning can lead to significant cost savings by optimizing resource allocation and reducing the need for costly repairs and replacements.

PROPOSED ACTION:

The City Commission considers the attached Resolution.

ATTACHMENT(S):

Exhibit 1 – Resolution
Exhibit 2 – Resolution 2025-113
Exhibit 3 – Hazen and Sawyer Proposal
Exhibit 4 – Hazen and Sawyer Agreement

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Reviewed By: Clarence Woods
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