



## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>8/20/2025</b>	<b>25-307</b>	<input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Other	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"/>
Fiscal Impact (\$):	Account Balance (\$):		Funding Source:	Project Number:	
<b>\$15,800</b>	<b>35,200</b>		<b>160-4110-553020</b>	<b>N/A</b>	
Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<b>N/A</b>	<b>Jeffrey Towne Interim Public Works Director</b>	<b>Public Works</b>	
Strategic Plan Focus Areas:					
<input type="checkbox"/> Fiscal Stability	<input type="checkbox"/> Resident Services	<input type="checkbox"/> Public Safety	<input checked="" type="checkbox"/> Infrastructure & Mobility	<input type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 6/18/2025			Estimated End Date: 9/30/2025		

### SHORT TITLE:

**A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, RATIFYING THE TOTAL COST OF RAISING UTILITY BOXES TO PALMA PAVING & CONCRETE, INC. FOR FDOT CONTRACT #PNE4W89 OF SIXTY-FIVE THOUSAND, EIGHT HUNDRED DOLLARS (\$65,800); AND PROVIDING FOR AN EFFECTIVE DATE.**

### STAFF SUMMARY:

**Summary:**

This agenda item seeks City Commission approval for the ratification of expenses exceeding \$50,000 for urgent and necessary work associated with the Florida Department of Transportation's (FDOT) milling and resurfacing project along Federal

Highway (US-1), from Pembroke Road to County Line Road. Repair services were completed by Palma Paving & Concrete, Inc. (Palma Paving). The amount requiring City Commission ratification is \$15,800. Additional unknown structures that were buried beneath existing pavement had to be raised that were not part of the original planned work which caused the overage in cost.

### **Background:**

The Florida Department of Transportation (FDOT) is responsible for the maintenance and repair of all state-owned roads, including those located within municipal boundaries. Under Florida Statutes, all roads that are part of the State Highway System remain under FDOT jurisdiction, regardless of City limits. Accordingly, FDOT retains authority to carry out repairs, resurfacing, and related improvements without municipal approval unless a formal agreement is in place. In the absence of such agreements, FDOT serves as the lead agency for both maintenance and capital improvements on state roads.

### **Current Situation:**

FDOT recently initiated a planned project involving milling and resurfacing along Federal Highway (US-1), from Pembroke Road to County Line Road.

As part of this project, the City was responsible for raising all utility valve boxes, including those related to water, sewer, and stormwater systems, to the new finished grade. These adjustments were necessary to ensure ongoing access, proper functionality, and compliance with FDOT standards. City staff proactively identified all known and visible valve boxes and manhole lids. On March 25, 2025, Public Works staff received responses to a Request For Quote (RFQ) for roadway repair services in which Palma Paving was awarded the RFQ. The estimated cost of this work was \$47,200, and a Purchase Order in the amount of \$50,000 was issued to Palma Paving to complete the necessary adjustments.

During milling operations, the FDOT contractor uncovered eight (8) additional buried valve boxes that had been paved over during previous resurfacing projects, likely due to outdated records or prior construction oversight. To avoid delaying FDOT's schedule—which could have resulted in financial penalties, and potential safety concerns—the City directed Palma Paving to proceed immediately with the necessary adjustments and restorations.

This additional work was essential to:

- Preserve the integrity of the City's underground infrastructure.
- Maintain coordination with FDOT's strict project timelines.
- Minimize disruption to traffic and surrounding businesses.
- Ensure Compliance with state-mandated roadway restoration specifications.

The additional work increased the total cost of services provided by Palma Paving beyond the City Manager's procurement authority. Considering the urgency and importance of maintaining continuity with FDOT's project schedule, staff proceeded in the best interest of the City and now seeks City Commission ratification of the added expense to ensure compliance with financial procedures and project closeout requirements.

The original Purchase Order (#20250949) for \$50,000 was approved administratively by the City Manager in accordance with City Ordinance and Procurement Policy. It was based on verified quantities and locations of infrastructure requiring adjustment. The final total cost of \$65,800 exceeded the City Manager's approval authority by \$15,800, which now requires City Commission ratification.

**Why Action is Necessary:**

Pursuant to the Code of Ordinances Chapter 23, the City Manager's purchasing authority is \$50,000.00. Per Code of Ordinances Chapter 23, Section 23-10, Appropriations Required: (a) No obligation for expenditures of City funds may be incurred except pursuant to, and only to the extent of, a specific appropriation of funds in the budget. This provision shall apply, without being limited to, any formal or informal contractual obligation for the purchase of lease supplies, services or equipment, and personal services. No money may be drawn from the treasury of the City nor may the appropriate City officials execute any check, draft, warrant, note or other negotiable instrument, except pursuant to, and only to the extent of, a specific appropriation of funds in the budget to be debited for such payment; (c) The City Manager, in a matter of public necessity, may incur obligations or expend funds, not in excess of \$50,000.00 without complying with this article or the requirements for public bidding, provided that he/she places the ratification of these expenditures on the first regularly scheduled commission meeting occurring after the incursion expenditure. In an emergency involving urgent, and extreme matters of public health, safety or welfare, the City Manager may exceed this monetary limitation, provided that, on the same business day that he/she takes such action, the City Manager shall request that a special commission meeting be held at the earliest possible time, to ratify that action.

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-8, Exception to bid requirements, (5) Unique Circumstances, where the City Commission finds unique circumstances to establish competitive bidding Is not in the best interest of the City; however, such purchases in excess of \$50,000.00 shall require a formal, written contract approved by the City Commission.

**Cost Benefit:**

Coordinating with FDOT on this resurfacing project allowed the City to complete critical adjustments to underground utility infrastructure in a timely and cost-effective manner. By addressing the required work in tandem with FDOT's schedule and responding promptly to unforeseen field conditions, the City avoided costly delays, future excavation, and potential service disruptions. Advancing this work concurrently preserved infrastructure integrity, supported interagency coordination, and minimized public inconvenience—all at a reasonable cost relative to the scope and urgency of the improvements. By raising the additional structures so that they are now accessible provides greater access to the infrastructure for future maintenance as well.

<b>PROPOSED ACTION:</b>
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The City Commission considers the attached Resolution.

<b>ATTACHMENT(S):</b>
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Exhibit 1 - Resolution

Exhibit 2 - Invoice #01-25

Exhibit 3 - Invoice #02-25

Prepared By: Charles Casimir

Charles Casimir

Assistant Director of Public Works/Utilities

Reviewed By: Jeffrey Towne

Jeffrey Towne

Interim Director of Public Works

Reviewed By: Noemy Sandoval

Noemy Sandoval

Assistant City Manager