



CITY COMMISSION STAFF REPORT

DEPARTMENT Utilities

DATE: March 10, 2026

SUBJECT: Motion to approve an authorize Task Order 2026-02 with Hazen and Sawyer, pursuant to Resolution No. 2025-26 and RFQ No. 2024-1-PW, for professional consulting services to administer and implement the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit requirements; in an amount not to exceed \$47,835 for the Fiscal Year 2026 and to authorize expenditures in each subsequent year not to exceed the approved budget amount for each respective fiscal year.

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve Task Order 2026-02 with Hazen and Sawyer for professional consulting services to manage and implement the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit requirements. It also suggests approving expenditures of up to \$47,835 in the current fiscal year and authorizing annual expenditures throughout the permit cycle, not to exceed each fiscal year's approved budget.

BACKGROUND OF ITEM:

The NPDES is a federal regulatory program established under the Clean Water Act to control the discharge of pollutants into surface waters of the United States. MS4 permits issued under this program require local governments to develop, implement, and maintain a comprehensive Stormwater Management Program to reduce pollutants in stormwater runoff to the greatest extent possible. As a co-permittee under the Broward County MS4 permit, the City is responsible for complying with applicable Florida Department of Environmental Protection (FDEP) requirements, which include public education and outreach, illicit discharge detection and elimination, construction and post-construction runoff control, pollution prevention in municipal operations, water quality monitoring, and annual regulatory reporting. Compliance with the NPDES MS4 permit is mandatory and ongoing, involving technical management, documentation, and program implementation to ensure the City meets federal and state stormwater quality standards.

ANALYSIS:

In accordance with Resolution No. 25-26 and RFQ No. 2024-1-PW: Continuing Professional Consulting Services – Water, Wastewater, and Stormwater, the City intends to enter into a professional services agreement with Hazen and Sawyer to manage and meet regulatory requirements related to the City’s NPDES MS4 Permit (Permit No. FLS000016-004) as a Broward County co-permittee.

Hazen and Sawyer will serve as the primary consultant under the City’s CCNA-managed continuing services contract, with Resource Environmental Solutions, LLC (RES) acting as a subconsultant. RES has supported the City’s NPDES MS4 compliance program for many years and possesses extensive institutional knowledge of the City’s stormwater system, monitoring data, reporting history, and regulatory duties. Previously, these services were provided through a piggyback agreement; moving to the CCNA contract structure ensures compliance with current procurement standards while maintaining program continuity.

Although RES will handle a large part of the technical compliance work, using Hazen and Sawyer as the main consultant is necessary and beneficial for several reasons.

- **CCNA Procurement Compliance:** NPDES MS4 services are engineering-related and must be procured through the state's CCNA procurement requirements. Hazen and Sawyer is an awarded firm within our CCNA pool; RES is not.
- **Professional Oversight and Liability:** As the lead consultant, Hazen and Sawyer provides professional engineering oversight, quality assurance, and quality control, and assumes contractual responsibility for deliverables, insurance, and regulatory coordination.
- **Program Integration Capacity:** Hazen and Sawyer has extensive water, wastewater, and stormwater engineering expertise, enabling the integration of MS4 regulatory compliance with capital planning, modeling, and infrastructure projects as needed.

This team structure enables the City to keep RES’s expert MS4 program knowledge and history while meeting CCNA requirements and providing proper professional oversight.

The consultant team will provide comprehensive stormwater regulatory services, including preparing the Cycle 4, Year 9 Annual Report; documenting the Stormwater Management Program; assessing pollutant loading and monitoring; tracking TMDL and Bacteria Pollution Control Plan; coordinating with regulatory agencies; and conducting early compliance activities for Cycle 5, Year 1.

PROCUREMENT:

Hazen and Sawyer, P.C. is one of the consultants selected under Contract No. RFQ2024-1-PW for Continuing Professional Consulting Services (CCNA). RFQ2024-1-PW was approved at the April 22, 2025, Commission meeting for a five-year term, with an option to renew for one additional five-year period. Hazen and Sawyer, P.C. was awarded in the Water, Wastewater, and Stormwater category.

Under section 287.055(2)(g) F.S., a consultant selected through the CCNA process may be awarded a "continuing contract" for professional services, provided that the amount for each study does not exceed \$500,000 without requiring additional competition.

FISCAL IMPACT:

There is \$30,000 in the FY26 Budget allocated for this project. The remaining \$17,835 will be available from the \$325,000 budget for the Storm Water Rate Study, which is in the same line item, as that amount will not be fully used in FY26.

The "Remaining Amount" below shows the unencumbered balance in this line item after this transaction. \$5,000 is currently encumbered for GIS Services.

<u>Description</u>	<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
Professional Services – Misc.	440-315-531190-538	\$360,000	\$47,835	\$307,165

ATTACHMENTS:

1. Task Order 2026-02 Scope of Service
2. Task Order 2026-02 Permitting Fee
3. RFQ 2024-1-PW Executed Contract Water, Wastewater, Stormwater.
4. RFQ 2024-1-PW Hazen and Sawyer Submittal
5. RFQ 2024-1-PW Staff Report 4-22-25
6. Resolution No. 2025-26