



**CITY COMMISSION
STAFF REPORT**

DEPARTMENT: Utilities Department

DATE: January 9, 2024

SUBJECT: Motion to approve and authorize Task Order 2023-02 issued to Hazen & Sawyer in the amount not to exceed \$170,000 for Vulnerability Assessment of City’s critical assets as required in the Florida Department of Environmental Protection Grant, Agreement No. 23PLN78 subject to the final signoffs. - **Utilities**

CITY MANAGER RECOMMENDATION:

The City Manager recommends approval and authorization to issue Task Order 2023-02 to Hazen & Sawyer (Hazen) in the amount not to exceed \$170,000 for Vulnerability Assessment of City’s critical assets as required in the Florida Department of Environmental Protection (DEP) Grant, Agreement No. 23PLN78 subject to the final signoffs.

BACKGROUND OF ITEM:

Hazen is one of the three (3) consultants selected through City’s RFQ No. 2020-1 and approved by the City Commission on June 8, 2021 after meeting the requirements of Florida Statute (FS) 287.055, commonly known as Consultants’ Competitive Negotiation Act (CCNA). Pursuant to FS 287.055(2)(g), a consultant selected through the CCNA process, can be awarded a “continuing contract” for professional services for each individual study in an amount not to exceed \$500,000 without any additional competition.

Hazen is performing a similar assessment for Broward County, and their familiarity with the City’s utility system and long history of working with the City staff makes them best suited for this project.


FISCAL IMPACT:

Hazen’s Task Order 2023-02 will be funded entirely by the grant monies and will be available after the aforementioned Agreement is signed off by the DEP.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Prior Requested Amount</u>	<u>New Request Amount</u>	<u>Remaining Amount</u>
Account to be created	\$0	\$0	\$170,000	0

ATTACHMENTS:

1. Exhibit A – Task Order 2023-02 with Cost Proposal
2. Exhibit B - Florida Department of Environmental Protection Grant Agreement, 23PLN78
3. Original Professional Agreement with Hazen and Sawyer
https://coopercityfl-my.sharepoint.com/:f:/g/personal/jmontoya_coopercity_gov/EpOH2IKHNLxFgqshi03N4o8BEZ9bvzoFNyyndHVeB7hcw?e=Rfd2k0
4. Vendor Compliance

Workflow History 			
User	Task	Action	Date/Time
Montoya, Jenna	NEW ITEM: Not Yet Routed	Route to Purchasing	12/19/23 08:25 AM
Dodgen, Brandon	Assigned to Purchasing	COMPLETE: Forward to ...	12/22/23 03:08 PM
Allen, Tedra	Assigned to City Clerk	Route to Budget	12/29/23 10:55 AM
Nadeau, Mike	Assigned to Budget	COMPLETE: Forward to ...	12/29/23 12:40 PM
<i>Uploaded staff report with updated Fiscal Impact Section. New GL number will be created upon grant award.</i>			
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Wo...	01/03/24 01:50 PM
Allen, Tedra	END WORKFLOW - APPROVED		01/04/24 04:13 PM