



**City of Pompano Beach  
UTILITIES ADMINISTRATION**

**Phone: (954) 545-7073 Fax: (954) 545-7046**

**MEMORANDUM No. 26-60**

**DATE:** June 3, 2026  
**TO:** Gregory P. Harrison, City Manager  
**VIA:** Brian Donovan, Assistant City Manager  
**FROM:** Renuka Mohammed, Utilities Director  
**CC:** Mondy Claude, Utilities Business Operations Analyst

**SUBJECT: Utilities Rate, Financial Planning, and Organizational Services**

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**Purpose**

To obtain City Commission approval to enter into professional services agreements with Stantec Consulting Services Inc. and Willdan Financial Services as the primary and secondary consultants, respectively, for Utilities Rate, Financial Planning, and Organizational Services.

**Background**

The City issued RFP 26-040 on April 23, 2026, to obtain professional consulting services for utility rate studies, financial planning, organizational assessments, development services analysis, and related utility financial consulting. The requested services are intended to support long-term financial sustainability, operational efficiency, infrastructure planning, and organizational improvements for the Utilities Department.

Two responsive proposals were received from the following firms:

- Stantec Consulting Services Inc.
- Willdan Financial Services

The evaluation committee reviewed and scored each proposal on May 27, 2026, in accordance with the criteria established in the solicitation, including Experience and Qualifications, Project Approach and Methodology, Project Team and Key Personnel, Relevant Project Experience and References, and Fees. Both firms demonstrated extensive experience in utility financial planning, rate studies, organizational assessments, and related consulting services for municipal utilities. Following the evaluation process, the committee determined that both firms are highly qualified and capable of providing the requested services.

Stantec Consulting Services Inc. received the highest overall evaluation score and was ranked first based on its demonstrated experience, project approach, qualifications of key personnel, and familiarity with the City's utility operations. Willdan Financial Services also demonstrated strong qualifications and was ranked second. Accordingly, the evaluation committee recommends Stantec as the primary consultant and Willdan as the secondary consultant for future work assignments under this service contract. The award

of a primary and secondary ensures continuity of services during the term period. The term of each agreement is five (5) years with no renewal options.

### **Fiscal Impact**

There is no immediate fiscal impact associated with the approval of these agreements. Services will be authorized on an as-needed basis through individual work authorizations, subject to available budget appropriations and City approval. Work authorizations exceeding \$200,000 will require City Commission approval.

### **Supports Strategic Goals, Objectives, Policies**

Strategic Plan: Goal 4 (Item 6): Superior Capacity for Growth through Quality, Sustainable Development  
- Expand and enhance utility infrastructure - water, wastewater, and stormwater.

### **Recommendation**

The Utilities Department recommends that the Commission approve the final rankings resulting from RFP26-040 and authorize execution of Service Agreement No. 13240 with Stantec Consulting Services Inc. and Service Agreement No. 13241 with Willdan Financial Services for Utilities Rate, Financial Planning, and Organizational Services.

### **Applicable Attachments**

- RFP 26-040-Utilities Rate, Financial Planning, and Organizational Services
- Stantec Consulting Services Inc.-Service Contract No.13240
- Willdan Financial Services -Service Contract No. 13241
- Recommendation Tabulation / Bid Award Recommendation