



**City of Pompano Beach
UTILITIES ADMINISTRATION**

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MEMORANDUM No.26-29

DATE: March 24, 2026

TO: Gregory P. Harrison, City Manager

VIA: Brian Donovan, Assistant City Manager

FROM: Renuka Mohammed, Utilities Director

CC: Phil Hyer, Utilities Treatment Plant Superintendent
Mondy Claude, Utilities Business Operations Analyst

SUBJECT: Request for Letters of Interest RLI 25-072 for Water and Reuse Treatment Plant Projects (via CCNA)

Purpose

To obtain Commission approval to enter into continuing professional service agreements under RLI 25-072 – Water and Reuse Treatment Plant Projects, for engineering services related to water and reuse treatment plant facilities. These continuing contracts will allow the City to issue project-specific Work Authorizations for studies, design, permitting, construction administration, and related professional services on an as-needed basis.

Background

On August 28, 2025, the City of Pompano Beach issued Request for Letters of Interest (RLI 25-072) – Water and Reuse Treatment Plant Projects, pursuant to the Consultants' Competitive Negotiation Act (CCNA), Section 287.055, Florida Statutes, which requires competitive procurement via a qualifications-based process.

At bid closure on October 1, 2025, six (6) Letters of Interest were received. On December 16, 2025, the appointed Evaluation Committee convened and evaluated the submissions in accordance with the published evaluation criteria of prior experience, personnel qualifications, and proximity.

Based on the evaluation and scoring, the Committee ranked and recommended the following five (5) highest-ranked firms for the award. Hazen and Sawyer, P.C., and Stantec Consulting

Services, Inc. received identical scores and were both recommended for award. Tetra Tech was the lowest-ranked firm and was not selected by the committee based on the evaluation criteria. The selected firms are listed below:

1. McCafferty Brinson Consulting, LLC
2. Carollo Engineers, Inc.
3. Arcadis US, Inc.
4. Hazen and Sawyer, P.C.
5. Stantec Consulting Services, Inc.

The continuing contracts will be for a term of five (5) years with no renewals, as stated in the solicitation. The CCNA process allows the City to select multiple firms, providing the City with flexibility to assign projects based on expertise, availability, and workload demands while ensuring continuity of services to support ongoing and future capital and operational improvement projects at the Water and Reuse Treatment Plants.

Fiscal impact

There is no immediate fiscal impact associated with approval of these agreements. Individual projects will be authorized through separate Work Authorizations and funded through approved capital improvement and or operating budgets.

Supports Strategic Goals, Objectives, Policies (City's Comprehensive Plan)

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

Comprehensive Plan: Goal 6: Provide wastewater systems designed and maintained at the highest level to be durable, resilient, and sustainable to serve future generations to the maximum extent feasible and cost-effective.

Comprehensive Plan: Goal 7: Protect our fresh water supply and maintain water treatment and distribution systems designed and maintained at the highest level to be resilient, and sustainable to serve future generations to the maximum extent feasible and cost-effective.

Comprehensive Plan: Goal 8: Provide stormwater systems designed and maintained at the highest level to be resilient, and sustainable to serve future generations to the maximum extent feasible and cost-effective.

Recommendation

The Utilities Department recommends that the Commission approve the final ranking resulting from RLI 25-072 – Water and Reuse Treatment Plant Projects (CCNA); and authorize execution of continuing service agreements with the five (5) highest-ranked firms listed above.

Applicable Attachments

- Service Agreement No. 13112- Hazen and Sawyer, P.C
- Service Agreement No. 13106- McCafferty Brinson Consulting, LLC
- Service Agreement No. 13113- Stantec Consulting Services Inc
- Service Agreement No. 13110- Arcadis US, Inc.
- Service Agreement No. 13111-Carollo Engineers, Inc.
- Scoring Sheet
- RLI - 25-072