



Cover Memorandum/Staff Report

File #: 25-956

Agenda Date: 8/12/2025

Item #: 6.U.4.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: August 12, 2025

APPROVAL OF RESOLUTION NO. 137-25 TO AWARD AN AGREEMENT WITH HBC ENGINEERING COMPANY FOR PROFESSIONAL ENGINEERING DESIGN SERVICES OF THE BARWICK ROAD FROM LAKE IDA TO L-30 CANAL PROJECT PURSUANT TO RFQ NO. 2025-020, IN THE AMOUNT OF \$834,898.11

Recommended Action:

Motion to Approve Resolution No. 137-25 to award an Agreement with HBC Engineering Company for Design Services of the Barwick Road from Lake Ida to the L-30 Canal project (Public Works Project No. 25-002) pursuant to RFQ No. 2025-020, in the amount of \$834,898.11

Background:

The City of Delray Beach was awarded a grant by the Transportation Planning Agency of Palm Beach County (TPA) under its Local Initiatives (LI) Program with a focus on pedestrian/bicycle accommodation and Complete Streets. The TPA grant is for the 1/2-mile segment between Lake Ida Rd and Sabal Lakes Rd (north), however, the City owns an additional 1/4-mile segment of Barwick Rd north to LWDD L-30 canal (City limits). The selected Consultant will work with the City to request that the TPA add this additional segment to the project scope. In addition, the existing pavement has deteriorated to a point where it needs rehabilitation.

This is a Complete Streets project intended to improve safety and the experience for all road users, including motorists, cyclists, pedestrians, and individuals with disabilities. Improvements include installation of ADA compliant shared use paths and sidewalks, a new underground drainage system, swales, decorative pedestrian lighting and pavement rehabilitation. Improved crosswalks near Banyan Creek Elementary School are also included and will be considered for Rectangular Rapid Flashing Beacons (RRFBs).

On January 3, 2025, the City issued Request for Qualifications (RFQ) No. 2025-020 to acquire a firm which will provide professional design services for this project.

On February 19, 2025, the City received one (1) submittal, which was found to be responsive and responsible to the requirements of RFQ No. 2025-020. On April 8, 2025, the Selection Committee completed its review of the submittal and scored the submittal.

In accordance with Florida Statutes, representatives from the Purchasing and Contracts Administration Division and Public Works Department conducted multiple negotiation meetings with HBC Engineering Company. On May 16, 2025, the first negotiation session was held. On June 16,

2025, the second negotiation session was held to finalize the terms of the Agreement.

Staff has reviewed the negotiated fee of \$834,898.11 and finds it to be fair and reasonable. This fee will be paid based upon the proposed hourly rates and actual hours worked.

The Agreement terms will be from the date of full execution through the completion of work and full acceptance by the City.

The City, at its sole discretion, reserves the right to terminate this agreement with or without cause immediately upon providing written notice to the contractor. Upon receipt of such notice, the contractor shall not incur any additional costs under the agreement. The City shall be liable only for reasonable costs incurred by the contractor prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

This motion is in accordance with Code of Ordinances Section 36.02, Commission Approval Required.

Attachments:

1. Resolution No. 137-25
2. Agreement RFQ No. 2025-020
3. Exhibit A - Scope of Services
4. Exhibit B - Fee Summary
5. Legal Review Checklist
6. RFQ Submittal - HBC Engineering Company
7. Final Solicitation - RFQ No. 2025-020

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source:

Funding for this project (Finance Project Code 41019) is available from 377-41-340-541-68.08 (Capital Outlay FDOT Barwick Rd Compl Street) in the amount of \$139,819.40. The project is partially funded through federal funds administered by the Florida Department of Transportation under the TPA Local Agency Program (LAP), as well as local agency funds provided by the City. The State will provide \$4,706,455.00 towards the cost of this project. This project is cashflow budgeted therefore additional funds will be requested in future fiscal years through the Capital Improvement Program (CIP) budget. The City will request quarterly reimbursement from FDOT for eligible construction items.

Timing of Request:

Timely approval is requested to begin the project.