City of Delray Beach
100 N.W. 1st Avenue
Delray Beach, FL 33444

Cover Memorandum/Staff Report

File #: 26-0940 **Agenda Date:** 8/18/2026 **Item #:** 6.E.

TO: **Mayor and Commissioners**
FROM: **Missie Barletto, Public Works Director**
THROUGH: **Terrence R. Moore, ICMA-CM**
DATE: **August 18, 2026**

APPROVAL OF AMENDMENT NO. 4 TO RFQ 2019-040 WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR ADDITIONAL PROFESSIONAL ENGINEERING DESIGN SERVICES FOR PHASE II OF THE TROPIC ISLE ROADWAY UNDERGROUND UTILITY IMPROVEMENTS (PROJECT NO. 19-015) IN THE AMOUNT OF $420,584.00 FOR A REVISED TOTAL OF $3,800,699.00

Recommended Action:
Motion to Approve Amendment No. 4 to RFQ No. 2019-040 with Kimley-Horn and Associates, Inc. for Additional Professional Engineering Design Services for Phase II of the Tropic Isle Roadway Underground Utility Improvements in an amount of $420,584.00 for a revised total of $3,800,699.00

Background:
The Public Works Department (Public Works) is responsible for the maintenance of the roadways within the Tropic Isle Development (Tropic Isle). Over several years, these roads have experienced uneven surface wear, excessive sinkholes, asphalt cracking, and accelerated deterioration which adversely impacts roadway drainage and drivability. Furthermore, this deterioration of the roadways caused an increase in maintenance costs and has shortened the lifespan of the roadways. An engineering evaluation of the subsurface soils showed evidence of muck soils underneath the roadways, which is the leading factor in the roadway deterioration. In addition to the subsurface investigation, a utility assessment was conducted in Tropic Isle, which determined that both the water and sewer infrastructure is more than 50 years old and reached the end of its useful life expectancy.

Tropic Isle is located immediately east of Federal Highway, bordered by Linton Boulevard on the north, the Intracoastal Waterway on the east, and the C-15 Canal on the south. Planned improvements include raising the elevation and paving of roadways, stormwater management, water main and sanitary sewer replacement, landscaping, and lighting improvements.

On May 19, 2020, the City Commission (City) approved Resolution No. 60-20 to award an agreement with Kimley-Horn and Associates, Inc. (KHA) for Professional Engineering Design Services for the Tropic Isle Roadway Underground Utility Improvements project pursuant to Request for Qualifications (RFQ) No. 2019-040 in the amount of $292,777. Phase I of the agreement produced a Basis of Design Report (BDR). Following evaluation and approval of the BDR, staff recommended moving forward with Phase II, design and engineering of the project.

On January 5, 2021, the City Manager approved Amendment No. 1 to RFQ 2019-040 to modify the original scope of Phase I to consider stormwater analysis for the 10- and 20-year horizon to explore more practical solutions in the amount of $17,800.

On June 14th, 2022, the City approved Resolution No. 83-22 for professional engineering design services for Phase II of the Tropic Isle Roadway Underground Utility Improvements (Phase II) with KHA FOR $2,925,784.00.

On November 14th, 2023, the City Manager approved Amendment No. 1 for Phase II to expand the scope of services to include additional tasks related to drainage easements and existing drainage outfall pipes for Phase II. No monetary change was required for this amendment.

On December 10, 2024, the City approved Amendment No. 2 to RFQ 2019-040 for Phase II for sidewalk design services needed for sidewalks along Florida Boulevard and Spanish Trail within Tropic Isle in the amount of $99,453.00.

On April 7, 2026, the City approved Amendment No. 3 to RFQ 2019-040 for Phase II for additional design services to address replacement of aging asbestos cement and galvanized water mains, abandonment of obsolete segments, relocation of meters from rear yards to front property lines, and updated engineering designs for Permitting Stages 1-3.

Amendment No. 4 for Phase II is requested to allow KHA to prepare and submit a re-verification of the existing USACE Nationwide Permit SAJ-2025-01325 on behalf of the City. It also allows for Construction Phase Services, as the Engineer of Record, for Stages 1-3, to include pre-construction conferences, site visits and observations, clarifications and interpretations, and other related construction phase services.

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

Attachments:

1. Amendment No. 4
2. Ex. A Proposal for Amendment No. 4
3. Legal Review
4. Amendment No. 3
5. Amendment No. 2
6. Amendment No. 1
7. Agreement
8. RFQ 2019-040
9. Submittal RFQ 2019-040

City Attorney Review:

Approved as form and legal sufficiency.

Funding Source/Financial Impact:

Funding is available from 448-38-300-538.68-03 for this project, Finance Project Code 41030.

Timing of Request:

Approving this agreement is time sensitive in order to meet the established completion date, which is important to maintain the construction schedules.