



City of Boynton Beach Agenda Item Request Form

Meeting Date: 03/23/2026

Proposed Resolution No. R26-044- Awarding Request for Qualifications No. PWE25-009Q for San Castle Infrastructure Mitigation Project- Engineering Design and Environmental Review Services (CDBG-MIT Funded) to Wade Trim, Inc.; approving an Agreement between the City and Wade Trim, Inc. based on FS 287.055 in an amount not to exceed \$1,952,027.26, which includes a \$100,000 contingency.

Requested Action:

Staff recommends approval of Proposed Resolution No. R26-044.

Explanation of Request:

The City was awarded a CBDG-MIT (Community Development Block Grant Mitigation Program) grant from Florida Commerce (f/k/a Florida Department of Economic Opportunity, DEO) for improvements to a portion of the San Castle Neighborhood. The portion of the San Castle Neighborhood is located North of NE 26th Ave, West of Grove Road/Orchid Road, South of Mentone Road, and East of N. Seacrest Blvd. The project is to provide critical upgrades to the infrastructure of the neighborhood by improving traffic and pedestrian flow in the neighborhood, upgrading the utilities, and storm management system to reduce flooding within the project limits.

The City was awarded a total of sixteen million five hundred thousand dollars (\$16,500,000), and has a leverage match of three million, two hundred sixty-five thousand dollars, three hundred and two dollars (\$3,265,302), for a total project cost of nineteen million, seven hundred sixty-five thousand, three hundred and two dollars (\$19,765,302). The Grant is split up into three deliverables: Project Implementation, Engineering Services, and Construction. This RFQ sought a proposal for work to be done primarily within the Project Implementation deliverable. Of the \$16,500,000, the Engineering Services total grant award is One Million, Two Hundred and Twenty-Five Thousand dollars (\$1,225,000). Of the \$3,265,302, the Engineering Services total leverage funds is Two Hundred and Three Thousand Dollars (\$203,000).

The main tasks of the Engineering Services deliverable are to provide professional engineering services to the City to preform necessary geotechnical and surveying work, traffic

studies to identify the existing conditions to make the applicable upgrades necessary to the San Castle area, Architectural and Civil construction documents including drawings and specifications such as shop drawings, submittals, reviews, light pole, traffic studies, Complete the required Environmental Reviews (level 1 and possibly level 2), and Applying and Acquiring all necessary Permits and other documentation as necessary throughout the different applicable agencies.

On January 30, 2025, the City of Boynton Beach Procurement Division, in conjunction with the Public Works Department, released Solicitation PWE25-009Q for Engineering Design and Environmental Review Services for the San Castle Infrastructure Mitigation Project (CDBG-MIT Funded). When the solicitation closed on May 22, 2025, the City received five qualification submittals.

On June 30, 2025, the City held a publicly noticed evaluation meeting, open to the public, where the submittals were reviewed in accordance with the evaluation criteria established in the RFQ. In compliance with F.S. 287.055, the Evaluation Committee scored the proposals and shortlisted the top three firms to provide formal presentations.

On September 5, 2025, the Evaluation Committee heard presentations from the shortlisted firms and scored them accordingly to determine final rankings. The rankings are shown below.

Rank	Firm	Score (out of 125)
1	Wade Trim, Inc.	110.90
2	Keith and Associates	104.29
3	Ardurra Group, Inc.	103.55
4	Baxter & Woodman, Inc.	82.08
5	Chen Moore and Associates	77.25

On October 21st, the City Commission approved the final rankings above and authorized City staff to enter negotiations with the top-ranked proposer, Wade Trim, Inc (R25-281). On November 3, 2025, November 7, 2025, November 21, 2025, and December 17, 2025, CITY held negotiations with CONSULTANT based on the proposal and scoring from the evaluation committee. At the final negotiation meeting on December 17, 2025, CITY Staff felt that the final scope of work and fee proposal were deemed fair, competitive, and reasonable based on FS 287.055.

City staff have concluded their negotiations with Wade Trim, Inc. and have agreed upon a cost of \$1,952,027.26 to provide Engineering and Environmental services necessary to fulfill the requirements of the Grant.

It should be noted that the Assistant Director of Engineering within the Utilities Department conducted a detailed review of the original cost proposal and successfully negotiated approximately **\$200,000** in cost reductions by benchmarking the proposed rates against the City's existing continuing consultant agreements. Through this process, the Assistant Director ensured alignment with current market and contractual standards, achieved significant cost savings for the City, and, at the same time, expanded the scope of work to include additional services that enhance overall project value without increasing the total contract amount.

How will this affect city programs or services?

This action will enable the City to move forward with design and environmental review activities required to meet federal grant deadlines. It directly supports the City's resilience, stormwater, and infrastructure improvement goals in an underserved community and ensures continued eligibility for federal reimbursement.

Budgeted Item: Yes

Account Line Item and Description:

This will be funded from the following Utility Accounts:

403-500-533-65.02- UC2402- San Castle- Water Improvements

403-500-535-65.04- UC2402- San Castle- Sewer Improvements

403-500-538-65.09- UC2402- San Castle- Stormwater Improvements

Fiscal Impact:

The total amount of \$1,952,027.26 will be pulled from the account line items above, split as evenly as possible between the three accounts.

Attachments:

[R26-044 Agenda_Item_4134-2026_Resolution_for_RFQ_No._PWE25-009Q_Award_and_agmt.docx](#)

[Agenda Item 4134-2026 Resolution for RFQ No. PWE25-009Q Award and agmt.docx](#)

[Exhibit A to Resolution - PWE25-009 - Contract - Final 2.25.2026.pdf](#)

[R25-281 - First Negotiations with Wade Trim - San Castle Env Engineering.pdf](#)

[RFQ_-_PWE25-009Q_-_REVISED.pdf](#)

[PWE25-009 - Scoring Summary.pdf](#)

[RFQ - PWE25-009Q San Castle Scope of Work_WT 01-05-26.pdf](#)

[COI.pdf](#)