



City of Boynton Beach Agenda Item Request Form

Meeting Date: 08/25/2026

Proposed Resolution No. R26-147- Ratifying Change Order No. 3 to Purchase Order No. 210605 for Task Order No. UT-1B-04 with Carollo Engineers, Inc., for professional engineering services required for renewal of Boynton Beach Department of Health permit for the Oceanfront Park Wastewater Treatment Plant (Beach Plant), increasing the purchase order by \$9,800.00, from \$175,315.40 to a new not-to-exceed amount of \$185,115.40.

Requested Action: Staff recommends approval of the proposed Resolution No. R26-147.

Explanation of Request: On June 5, 2020, the City issued Purchase Order No. 210605 to Carollo Engineers, Inc. in the amount of \$33,342.80 to evaluate the existing wastewater treatment plant at Oceanfront Park ("Beach Plant") and provide recommendations for improvements.

On November 14, 2022, the City Commission approved an updated change to the scope and to the Carollo agreement, authorizing engineering design, permitting, bidding, and construction management services for rehabilitation of the treatment system. Change Order No. 1, in the amount of \$137,022.60, was subsequently issued administratively, increasing the PO to a not-to-exceed amount of \$170,365.40; this fell within staff's administrative approval authority and did not require Commission action. On September 13, 2023, Change Order No. 2, in the amount of \$4,950.00, was issued, bringing the PO total to \$175,315.40.

Staff is requesting approval and ratification of Change Order No. 3, increasing the PO by \$9,800.00, from \$175,315.40 to a new not-to-exceed amount of \$185,115.40. This change order adds scope for Carollo to prepare a renewal package for the City's Department of Health (DOH) operating permit, which is required for the Beach Plant to continue operations and to continue discharging to the existing drainfield.

Carollo Engineers is a pre-qualified continuing services consultant, procured in accordance with Section 287.055, Florida Statutes (the Consultants' Competitive Negotiation Act), making this change order consistent with the City's existing procurement authority.

How will this affect city programs or services?

Renewal of the existing DOH permit will allow the City to continue operating the WWTP located at Oceanfront Park in Ocean ridge, and continue discharging into the existing drainfield.

Budgeted Item: Yes

Account Line Item and Description: CIP Account #403-5000-535-65.04

Project SW1602.

Fiscal Impact:

Funds are available in the Utilities account #403-5000-535-65.04 SW1602.

Attachments:

[R26-147 Agenda_Item_4892-2026_Resolution_for_Carollo_Task_Order_No._UT-1B-04_PO__210605_CO__3.docx](#)

[Exhibit A to Resolution - OceanfrontPark Permit proposal.pdf](#)

[COI 26-27.pdf](#)

[R18-103 approving RFQ No. 046-2821-17TP General Consult agmts.pdf](#)

[R23-060 approving Amendment to General Consult agmts.pdf](#)

[Carollo PO# 210605.pdf](#)

[Change Order No. 1.pdf](#)

[Change Order No. 2.pdf](#)