



City of Boynton Beach Agenda Item Request Form

Meeting Date: 06/ 3/2025

Proposed Resolution No. R25-149- Approve and Award RFP No. PWE25-003 Project Management Services- San Castle- to Colliers Project Leaders for a cost of \$445,841 plus an allowance of 10% or \$44,584.10 for other work that may arise for this project.

Requested Action:

Staff recommends approval of Proposed Resolution No. R25-149.

Explanation of Request:

On January 8th, 2023, 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 (\$16,500,000.00), and has a leverage match of three million, two hundred sixty-five thousand dollars, three hundred and two dollars (\$3,265,302.00), for a total project cost of nineteen million, seven hundred sixty-five thousand, three hundred and two dollars (\$19,765,302.00). The Grant is split up into three deliverables: Project Implementation, Engineering Services, and Construction. This RFP sought a proposal for work to be done primarily within the Project Implementation deliverable. Of the \$16,500,000.00, the Project Implementation total grant award is seven hundred and eighty thousand dollars (\$780,000.00).

The main tasks of the Project Implementation deliverable are to provide professional services to the City for technical assistance and program management (such as Davis-Bacons review, and Section 3 Activities), Conduct Environmental Review Administrative activities (Environmental Exemption, Public Notice Publications, etc.), Provide grant management to include invoicing, record keeping, prepare and award bids to vendors, and for Project Closeout, Engineer's Certification of Completion, Grant Closeout Package.

On October 15, 2024, the City issued Request for Proposal (RFP) PWE25-003 on the e-procurement website. When the RFP closed on November 14, 2024, the City received four responses in response to the solicitation. On December 20, 2024, the Evaluation Committee met in a publicly noticed meeting that was open to the public to score and rank the proposals. The Evaluation Committee decided that consultant presentations were unnecessary. The top-ranked proposal was from Colliers Project Leaders, and the City began negotiations with Colliers to further define the scope of work and cost of services.

The City has concluded negotiations with Colliers and has agreed upon a cost of \$445,841.00 to provide project management services necessary to fulfill the requirements of the Grant. Staff also requests an allowance of 10% or \$44,584.10 for other work that may arise for this project.

How will this affect city programs or services?

This will help to facilitate a smooth completion of the Grant.

Budgeted Item: Yes

Account Line Item and Description:

This will be funded from both Utility and Public Works Accounts

403-500-533-65.02 – UC2402 – San Castle – Water Improvements
403-500-533-65.04 – UC2402 – San Castle – Sewer Improvements
403-500-533-65.09 – UC2402 – San Castle – Stormwater Improvements
302-4101-580-31.90 – GG2403 – San Castle – Coordination Services
302-4101-580-31.90 – GG2404 – San Castle – Environmental Survey

Fiscal Impact:

The total amount of \$445,841 will be pulled from the account line items above, as agreed upon between Utilities and Public Works.

Attachments:

[R25-149 Agenda_Item_3214-2025_-_Resolution_-_RFP_PWE25-003.docx](#)
[Agenda Item 3214-2025 - Resolution_-_RFP_PWE25-003.docx](#)
[Boynton Beach Manpower Task Estimate_2025-0129.pdf](#)
[Boynton Beach_Scope of Services_2025-0422.pdf](#)
[Executed Agreement MT127-Signed.pdf](#)
[RFP PWE25-003 Project Management San Castle Final 10.18.24 Rev.pdf](#)
[ColliersProjectLeaWithoutPricing-PWE25-003.pdf](#)
[Sunbiz.pdf](#)
[PWE25-003 - Contract - Unsigned.docx](#)

