



City of Boynton Beach Agenda Item Request Form

Meeting Date: 06/ 3/2025

Proposed Resolution No. R25-150- Approve the final rankings for the Request for Qualifications (RFQ) No. 25-018Q for Chapel Hill Drainage Improvement Project as recommended by the Evaluation Committee and authorize City staff to negotiate a contract with the recommended top-ranked proposer, Baxter & Woodman, Inc., in accordance with section 287.055, Florida Statutes, otherwise known as the Consultants' Competitive Negotiation Act (CCNA).

Requested Action: Staff recommends approval of the Proposed Resolution No. R25-150.

Explanation of Request:

Pursuant to the Consultant's Competitive Negotiation Act (CCNA), on February 14, 2025, a Request for Qualification (RFQ) No. 25-018Q for Chapel Hill Drainage Improvement Project was advertised to select a qualified engineering firm to assist with the Chapel Hill Drainage Improvement project including design, bid documents preparation, permitting, bidding assistance and construction administration services during the construction phase of the project.

The solicitation closed on March 20, 2025, when the City received six (6) proposals. An evaluation committee was formed to review the submittals utilizing the criteria outlined in section 287.055, Florida Statutes. On April 21, 2025, the selection committee shortlisted three (3) firms for presentations and interviews.

The interviews and presentations took place on May 9, 2025, where the selection committee for the above-referenced solicitation scored and ranked the firm's submittals as follows:

Rank 1: Baxter & Woodman, Inc.

Rank 2: Keith and Associates

Rank 3: R.J. Behar & Company, Inc.

In accordance with section 287.055(5), Florida Statutes, if the City of Boynton Beach is unable to negotiate a satisfactory contract deemed fair, competitive, and reasonable with the highest-ranked firm, the staff requests approval to engage in negotiations with the second-highest-ranked firm. This process will continue as necessary with lower-ranked firms until a fair, competitive, and reasonable contract is achieved.

How will this affect city programs or services?

The Chapel Hill area has historically experienced street flooding during heavy rain and storm events, as the existing drainage system does not have the capacity to receive all the stormwater runoff from these types of events. The neighborhood is located at a lower elevation between the I-95 and S. Seacrest Blvd., creating a flooding issue for this community, since it collects all the upstream runoff without having a proper drainage system for discharging.

Having a consulting firm develop an engineering design for stormwater improvements will allow the City to provide a new drainage system to mitigate flooding in this area and enhance the level of service (LOS), contributing to the preservation of green areas and roadways and the protection of life, health, safety, and properties.

Suitable engineering design and construction will help the neighborhood to be more resilient during heavy rains and storm events, preventing potential property damage, public safety hazard and protecting homes, business and public infrastructure from ongoing flooding impacts.

Once the design is complete, the City plans to look for grant funding for construction phase of the project.

Budgeted Item: Yes

Account Line Item and Description:

ACCT # 403-5000-538.-65.09 – Project ST2402 - \$800,000 budgeted.

Fiscal Impact:

Surveying, Geotechnical, and Grant services will also be included under the same Purchase Order (P.O.) for design, which could lead to a Budget Transfer later.

Funding is available in the Utilities CIP Account 403-5000-538.-65.09, Project ST2402 in the amount of \$800,000.

Attachments:

[R25-150 Agenda_Item_3165-2025_-_Resolution_-_Request_for_Qualifications__RFQ__No._25-018Q_for_Chapel_Hill_Drainage_Improvement_Project.docx](#)
[Baxter & Woodman, Inc. Submission/Proposal Compliance - BidAnalysis 25-018Q.pdf](#)
[RFQ 25-018Q Notice of Intent to Negotiate.pdf](#)
[25-018Q Chapel Hill Drainage Improvement - Rev. 3.13.25.pdf](#)