

Memorandum

REPORT TO: City Commission

FROM: Brian Heaston, Engineer III
Shawn Kohtz, Director of Utilities

SUBJECT: Authorize the City Manager to Sign an Amendment 2 to Task Order 3 of the Professional Services Master Task Order Agreement with HDR Engineering, Inc. Providing for Additional Bidding Phase Services for the WRF Solar Project

MEETING DATE: May 5, 2026

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to Sign Amendment No. 2 to Task Order No. 3 of the Professional Services Master Task Order Agreement with HDR Engineering, Inc. Providing for Additional Bidding Phase Services for the WRF Solar Project

STRATEGIC PLAN: 6.3 Climate Action: Reduce community and municipal Greenhouse Gas (GHG) emissions, increase the supply of clean and renewable energy; foster related businesses.

BACKGROUND: HDR Engineering provides professional engineering services on an on-call basis for the Water Reclamation Facility (WRF) under a [master task order professional services agreement](#) authorized by the City Commission on June 3, 2025. The City and HDR entered into [Task Order No. 3](#) on July 22, 2025, which provided for HDR's completion of final design documents for the proposed 553.4 kW non-export solar generation project at the WRF. [Amendment No. 1](#) to this task order was authorized by the City Commission on January 6, 2026 to provide for preparation of contract documents and bidding phase services for the project. Construction bids for the project were opened on March 5, 2026. The City Commission [rejected all bids](#) on April 21, 2026 and authorized the project to be rebid at a later date. Attached to this memorandum is Amendment No. 2 to Task Order 3, providing services for contract document modifications and additional bid phase services to rebid the project.

UNRESOLVED ISSUES: See linked item above for Amendment No. 1.

ALTERNATIVES: As suggested by the City Commission.

FISCAL EFFECTS: Negotiated costs Amendment No. 2 increase agreed costs for Task Order 3 by \$19,387 for a total amended amount of \$135,487. Project costs are funded by the wastewater fund through capital improvement plan project

'WW155 - WRF Solar Arrays'. The available unobligated budget for WW155 amounts to \$1,028,200. Sufficient funding exists to cover the amended task order costs.

Attachments:

[Amendment 2_TO 3_WRF Solar.pdf](#)

Report compiled on: April 22, 2026