



MEMORANDUM

Date: April 1, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Glynn Meienburg
Senior Project Manager

Subject: **FILE ID 26-5097: Approving Change Order #1 to William P. Horn Architect for Updated Design of Public Building Hardening**

Introduction

Staff recommend the approval of change order #1 in the amount of \$35,000.00 to provide Architectural and Engineering services for the exterior building hardening for Public Buildings (620 Palm Avenue, Waste Transfer Station, Wastewater Treatment Plant), authorize the City Manager to execute the contract upon consent of the City Attorney and to execute any necessary budget transfers or amendments.

Background

Resolution No. 21-206 approved FEMA Hazard Mitigation Grant Program (HMGP) funds to wind retrofit and dry floodproofing several City public services facilities. The improvements include the replacement of windows, doors, and roof along with exterior spalling repair.

The project includes three buildings:

1. Palm Ave- Fleet building
2. Wastewater Treatment Facility- Fleming Key
3. Transfer Station- Rockland Key

The City advertised ITB 23-017 Wind Hardening for Public Buildings. The bids received were well in excess of the available funds, so all bids were rejected. This project is funded by The Florida Division of Emergency Management (FDEM), Project 4337-451-R under the Hazard Mitigation Grant Program. Grant funding has recently been increased and approved to cover the additional cost of the building hardening.

The proposed new Budget includes a request to increase the total project costs by **\$3,807,800.00** for an amended Grant Award Agreement amount of **\$4,417,198.00** (Federal: \$3,312,898.50; Non-Federal: \$1,104,299.50).

The engineering for this project was originally completed based on 2020 building codes, which have been updated since the start of the project. Once engineering is complete based on the updated building codes and specifications this project will go out for bid.

Work will include updating specifications to the new building codes for a new roofing system, new louvers, windows, garage doors, storefront systems, doors, concrete spalling repairs.

The original PO to William Horn for this project was for \$134,854.00 which included updating approximately 200 plus drawings and specification.

Procurement

The funds for this Change Order are budgeted from Account 108-3806-538-4600 Project AS38062201-538-4600

Recommendation

Staff recommends the Mayor and Commission ratify the approval of Change Order #1 in the amount of \$35,000.00, to William P. Horn Architect P.A. and authorize the City Manager to execute the contract and provide any necessary budget transfers/amendments.