

**Agenda Item #: 3-C-10**

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

**Meeting Date:** April 10, 2007

Consent     Regular  
 Workshop     Public Hearing

**Department:**

**Submitted By:** Engineering & Public Works

**Submitted For:** Roadway Production Division

**I. EXECUTIVE BRIEF**

**Project:** Landscape Architectural Services on a Task Order Basis

**Motion and Title: Staff recommends motion to approve:** The renewal of the Landscape Architectural Service Agreement with the following firm:

<u>Firm Name</u>	<u>Original Agreement Date</u>	<u>Resolution No.</u>
Land Stewardship Company	March 14, 2006	R2006-0441.1

**Summary:** This Agreement is being considered for renewal for required professional services, on a task order basis.

**Districts:** Countywide (PK)

**Background and Justification:** In accordance with Board-adopted procedures pursuant to Florida Statutes 287.055 Consultants Competitive Negotiations Act (CCNA), the above listed consulting firm was selected to perform professional services relative to County needs, and is presently under Agreement with Palm Beach County on an annual contractual basis. This is the first renewal of this firm's Agreement. It is the consensus of the user departments that this consulting firm has, within the provisions of their Agreement, provided the professional services requested by the County. Since they remain in good standing and wish to continue to provide the professional services as indicated in their Agreement, the County agrees to renew their Agreement for one (1) year.

This Agreement has been reviewed with the above listed consulting firm, and this office now recommends the first renewal of the attached consultant Annual Agreement. This transaction will maintain the continuous process of professional services required by Palm Beach County.

**Attachments:**

Agreement with Exhibits and Certificate of Insurance (2)

Recommended By: \_\_\_\_\_

Director

Date

Approved By: \_\_\_\_\_

County Engineer

Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2007	2008	2009	2010	2011
Capital Expenditures	-0-	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	-0-	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
<b>NET FISCAL IMPACT</b>	-0-	-0-	-0-	-0-	-0-
# ADDITIONAL FTE	-0-	-0-	-0-	-0-	-0-
POSITIONS (CUMULATIVE)	-0-	-0-	-0-	-0-	-0-

Is Item Included in Current Budget? Yes  No

**Budget Account No.:**

Fund    Agency    Organization    Object    Amount

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

This item has no fiscal impact.

**C. Departmental Fiscal Review:**     R. Ward    3/1/07    

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Administration Comments:**

<p><u>    John Smith    3-15-07    </u>          OFMB          CN 3-15-07          [Signature] 03/14/07</p>	<p><u>    John Johnson    3/15/07    </u>          Contract Administration          E. Jones 3/15/07</p>
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Item has been compared with current County policies.

**B. Legal Sufficiency:**

    Paul F. [Signature]    3/16/07      
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

**This summary is not to be used as a basis for payment.**

# LAND STEWARDSHIP COMPANY

Landscape Architecture • Urban Design  
LCC 000145

200 DeSota Road • West Palm Beach, FL 33405 • (561) 588-8990 fax: 582-2925

February 9, 2007

Palm Beach County Board of Commissioners  
C/O: Engineering & Public Works Department  
2300 N. Jog Road  
West Palm Beach, FL 33411-2745  
Attention: David Young, P.E., Special Projects Manager

**RE: LANDSCAPE ARCHITECTURAL SERVICES ANNUAL AGREEMENT (R2006-0441.1)  
DATED MARCH 14, 2006**

Dear Mr. Young:

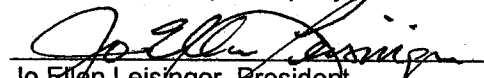
This letter serves as our official notification of interest in continuing our Agreement with Palm Beach County for professional services as specified in the above reference, for the period of March 14, 2007 through March 13, 2008.

We are in agreement that all provisions in the original Agreement remain in full force and effect. Per your request, we are enclosing an updated fee schedule, State Registration, General, Automobile, and Professional Liability Insurance Certificates, and all appropriate affidavits.


Please indicate your acceptance of this proposal by proper signature below and returning same as fully executed to this office.

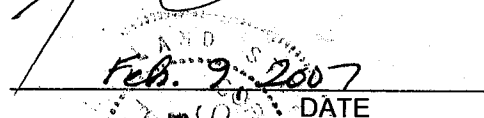
Sincerely,

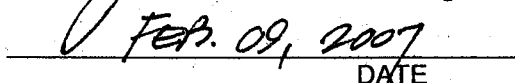
Land Stewardship Company

  
Jo Ellen Leisinger, President

Attest:

  
John C. Leisinger, Vice President

  
DATE

  
DATE

  
CORPORATE SEAL

Accepted by:  
Palm Beach County Board of Commissioners

Attest:  
Sharon R. Bock, Clerk and Comptroller

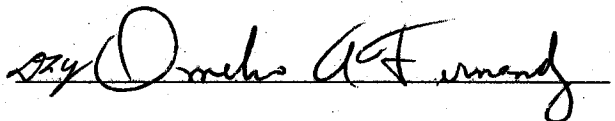
BY: \_\_\_\_\_  
Addie L. Greene, Chairperson

BY: \_\_\_\_\_  
Deputy Clerk

Approved As To Form & Legal Sufficiency:

Approved as to Terms and Conditions

\_\_\_\_\_  
County Attorney



**EXHIBIT "A"**

**FEE SCHEDULE**

Effective: March 14, 2007 through March 13, 2008

**LANDSCAPE ARCHITECTURAL SERVICES  
ANNUAL AGREEMENT**

between

**PALM BEACH COUNTY, FLORIDA**

and

**LAND STEWARDSHIP COMPANY**

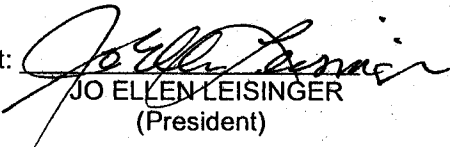
(Renewal of Agreement dated March 14, 2006 - R2006-04441.1)

**HOURLY RATES**

For the purpose of annual work (effective from March 14, 2007 to March 13, 2008), the following hourly base salary costs shall apply to this Agreement multiplied by a factor of 2.8.

	HOURLY RATE CATEGORY	HOURLY BASE SALARY	MULTIPLIER	RATE
A.	PROGRAM MANAGER	\$48.21	2.8	\$135.00
B.	LANDSCAPE ARCHITECT	\$39.28	2.8	\$110.00
C.	IRRIGATION DESIGNER	\$39.28	2.8	\$110.00
D.	CADD TECHNICIAN / DRAFTSPERSON	\$25.00	2.8	\$ 70.00

Consultant:

  
JO ELLEN LEISINGER  
(President)

Feb 9 2007  
(Date)

**EXHIBIT "B"**

# ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID JD  
LANDS-1

DATE (MM/DD/YYYY)  
05/08/06

**PRODUCER**  
FLORIDA CONSOLIDATED AGY, INC.  
D/B/A FIDELITY INSURANCE  
14145 U.S. Highway One  
Juno Beach FL 33408  
Phone: 561-775-7180 Fax: 561-775-7186

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURED**  
  
LAND STEWARDSHIP COMPANY  
Jo Ellen Leisinger  
200 Desota Road  
West Palm Beach FL 33405

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	SOUTHERN OWNERS INS. CO.	10190
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	X	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab. GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	4230160600	05/02/06	05/02/07	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ INCLUDED GENERAL AGGREGATE \$ 1000000 PRODUCTS - COMP/OP AGG \$ 1000000
A		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	4230160600	05/02/06	05/02/07	COMBINED SINGLE LIMIT (Ea accident) \$ \$1000000. BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EAACC \$ AGG \$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A		<b>OTHER</b> Property Section	4230160600	05/02/06	05/02/07	Contents: \$5000. Ded: \$250.

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**  
 Landscape architectural design office. Project-General support landscape architectural services on an annual basis. ADDITIONAL INSURED: PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, ITS OFFICERS, EMPLOYEES AND AGENTS. Certificate Holder is named as Additional Insured on the Liability Policy. Fax: 561-684-4166

## CERTIFICATE HOLDER

## CANCELLATION

**ANDREWS**  
PALM BEACH COUNTY ENGINEERING AND PUBLIC WORKS. BD. OF COUNTY COMMISSIONERS ATTN: David Young  
160 AUSTRALIAN AVE  
WEST PALM BEACH FL 33406

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Robert Heath*

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/13/2005

PRODUCER (303)756-9909 FAX (303)756-8818

Keller-Lowry Insurance Inc  
1777 S Harrison St #700  
Denver, CO 80210  
Heupel, Teresa

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURERS AFFORDING COVERAGE**

NAIC #

INSURED The Land Stewardship Co.  
200 DeSota Road  
West Palm Beach, FL 33405

INSURER A: Continental Casualty Company

INSURER B:

INSURER C:

INSURER D:

INSURER E:

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<b>OTHER Professional Liability</b>	LA114124016	05/23/2005	05/23/2008	\$1,000,000 Per Aggregate \$1,000,000 Per Claim \$5,000 Ded.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 Re: Project- Landscape Architectural Services Annual Agreement  
 Retro coverage applies. Retro Coverage is to extend up to 5/23/1995

**CERTIFICATE HOLDER**

Palm Beach County Engineering & Public Works Board of County Commissioners  
 Attn: David Young  
 160 Australian Ave.,  
 West Palm Beach, FL 33406

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Robert Sibelius, CIC/HAPPY

*Robert L. Sibelius*

AC# 2329814

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE

SEQ#L05111701278

DATE	BATCH NUMBER	LICENSE NBR
11/17/2005	050385918	LCC000145

The LANDSCAPE ARCHITECT BUSINESS  
Named below HAS REGISTERED  
Under the provisions of Chapter 481 FS.  
Expiration date: NOV 30, 2007

THE LAND STEWARDSHIP CO, INC  
200 DESOTA RD  
WEST PALM BCH FL 33405

JEB BUSH  
GOVERNOR

SIMONE MARSTILLER  
SECRETARY

DISPLAY AS REQUIRED BY LAW

AC# 2329792

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE

SEQ#L05111701256

DATE	BATCH NUMBER	LICENSE NBR
11/17/2005	050385920	LA0000638

The LANDSCAPE ARCHITECT  
Named below HAS REGISTERED  
Under the provisions of Chapter 481 FS.  
Expiration date: NOV 30, 2007

LEISINGER, JO ELLEN  
200 DE SOTA RD  
WEST PALM BCH FL 334054738

JEB BUSH  
GOVERNOR

SIMONE MARSTILLER  
SECRETARY

DISPLAY AS REQUIRED BY LAW

AC# 2329793

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE

SEQ#L05111701257

DATE	BATCH NUMBER	LICENSE NBR
11/17/2005	050385919	LA0000747

The LANDSCAPE ARCHITECT  
Named below HAS REGISTERED  
Under the provisions of Chapter 481 FS.  
Expiration date: NOV 30, 2007

LEISINGER, JOHN CLIFFORD  
200 DE SOTA RD  
WEST PALM BCH FL 334054738

JEB BUSH  
GOVERNOR

SIMONE MARSTILLER  
SECRETARY

DISPLAY AS REQUIRED BY LAW



EXHIBIT "C"

**WORKERS COMPENSATION and EMPLOYEES LIABILITY**

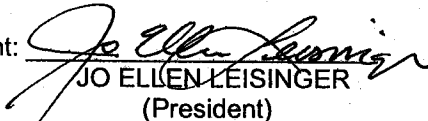
Effective: March 14, 2007 through March 13, 2008

LANDSCAPE ARCHITECTURAL SERVICES  
ANNUAL AGREEMENT  
between  
PALM BEACH COUNTY, FLORIDA  
and  
LAND STEWARDSHIP COMPANY  
(Renewal of Agreement dated March 14, 2006 - R2006-04441.1)

LAND STEWARDSHIP COMPANY has two (2) employees and is not required by law to provide Workers Compensation and Employees Liability Insurance.

Sincerely,

Consultant:

  
JO ELLEN LEISINGER  
(President)

Feb. 9, 2007

(Date)