

Agenda Item #:

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: June 5, 2007

Consent

Regular

Ordinance

Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 2 to the annual Contract with Anna Cottrell & Associates, Inc. (R2004-1552) to provide for property development evaluation services on a continuing contract basis.

Summary: Anna Cottrell & Associates, Inc., was selected to provide professional consulting services for property development evaluations. The Board approved an annual contract on July 13, 2004 for an initial two (2) year term with two (2) - one (1) year renewal options. This amendment would provide for services during the second and final renewal period. Anna Cottrell & Associates has an SBE participation goal of 15%. During the first three years of the Contract, Anna Cottrell & Associates has achieved 91.6% participation. **(Capital Improvements Division) Countywide(JM)**

Background and Justification: In accordance with Board adopted procedures pursuant to Florida Statute 287.055 (Consultants Competitive Negotiation Act), Anna Cottrell & Associates was one of two firms selected to perform professional consulting services on a continuing contract basis. Work is authorized through individual task agreements when required during the term of this contract. The initial contract term is for two years and two additional one year renewals. This amendment would provide services during the second and final renewal period and would be the fourth year of the contract. It is the consensus of Facilities Development & Operations that Anna Cottrell & Associates has successfully provided the professional services required by the County in a timely manner. They are in good standing and wish to continue to provide professional services. This Amendment will maintain the continuous professional services required by the County. During the first three years of the Contract, Anna Cottrell & Associates was awarded \$178,382 in Consultant Service Authorizations.

Attachments:

- 1. Amendment No. 2

Recommended by:

Jan Ann Mary Wolf
Department Director

5/4/07
Date

Approved by:

Robert Weisman
County Administrator

5/29/07
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-
NET FISCAL IMPACT	-0-	-0-	-0-	-0-	-0-

ADDITIONAL FTE
POSITIONS (Cumulative)

Is Item Included in Current Budget? Yes _____ No _____
 Budget Account No: Fund _____ Dept _____ Unit _____ Object _____
 Reporting Category _____

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

Fiscal impact cannot be determined at this time. Individual Task Assignments requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Development and Control Comments:

[Handwritten signature] 5-22-07
 OFMB *[Handwritten initials]* 5/21/07

[Handwritten signature] 5/23/07
 Contract Administrator *[Handwritten initials]* 5/23/07

B. Legal Sufficiency:

[Handwritten signature]
 Assistant County Attorney

This amendment complies with
our review requirements.

C. Other Department Review:

 Department Director

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

AMENDMENT TO CONTRACT FOR
Annual Property Development Evaluation Services
Continuing Contract Basis

This Amendment #2 dated _____, to the Agreement (R-2004-1552) dated July 13 2004, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY and Anna Cottrell & Associates, Inc., a corporation authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT.

W I T N E S S E T H

WHEREAS, the parties have entered into an Agreement under which the CONSULTANT provided certain professional services to the COUNTY for various projects in accordance with Consultants Competitive Negotiations Act (CCNA) FS 287.055; and

WHEREAS, the parties hereto desire to amend the Agreement to extend it for an additional one (1) year period.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration, the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

1. The term of this Agreement as set forth in Section 4, Article 4.1 is renewed for one (1) additional year to July 13, 2008.
2. Except as specifically modified above, the terms and conditions of the Agreement are hereby confirmed and remain in full force and effect.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Contract on behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

ATTEST:
SHARON R. BOCK, Clerk &
Comptroller

PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS

By: _____
Deputy Clerk

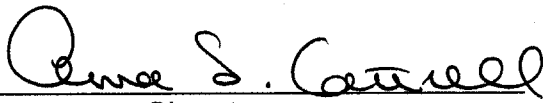
By: _____
Addie L. Greene, Chairperson

WITNESS: FOR CONSULTANT
SIGNATURE

CONSULTANT:



Signature



Signature

REBECA REYER
Name (type or print)

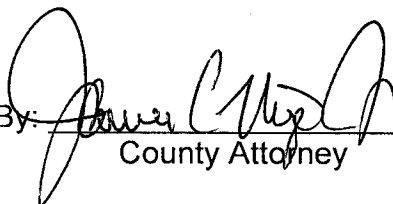
ANNA S. COTTRELL
Name (type or print)

President
Title

(Corporate Seal)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: 

County Attorney

By: 

Director - FD&O