

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: August 21, 2007

Consent

Regular

Workshop

Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

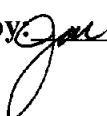
Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 1 to contract with Saltz Michelson Architects, Inc. (R2007-0393) in the amount of \$231,300 for professional services related to a replacement Golf Course Club House and renovation of the existing cart barn at Southwinds Golf Course.

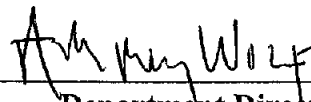
Summary: This supplement authorizes the consultant to proceed with design, development of construction documents, bidding, and construction services for the replacement clubhouse. This authorization will provide for a design to replace the old 17,500 square foot golf course clubhouse which was heavily damaged beyond repair during Hurricane Wilma and subsequently demolished. The new 10,000 square foot clubhouse includes a pro shop, concession, administration, and other services currently in temporary spaces. A claim with FEMA for reimbursement costs have been submitted. The construction cost estimate is \$2.25M. The SBE goal for this project is 15%. Saltz Michelson Architects is providing 34% in this CSA. (Capital Improvements Division) District 5 (JM)

Background and Justification: In 2005, renovations to the previous clubhouse began and continued until fall, 2005 when Hurricane Wilma caused irreparable damage to the structure. In fall, 2006, the damaged clubhouse was demolished. This authorization will provide for a design to replace the demolished clubhouse that services the existing golf course. The new 10,000 square foot clubhouse will include areas for a pro shop, concession area, administration, and ancillary services that are currently in temporary limited spaces. The old clubhouse included a community room which will not be replaced in the new design.

Attachments:

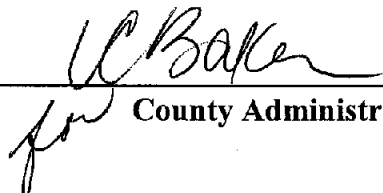
1. Location Map
2. Budget Availability Statement
3. CSA No. 1

Recommended by: 


Department Director

7/16/07
Date

Approved by:


County Administrator

8/2/07
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2007	2008	2009	2010	2011
Capital Expenditures	261,300	0	0	0	0
Operating Costs		0	0	0	0
External Revenues		0	0	0	0
Program Income (County)		0	0	0	0
In-Kind Match (County)					
NET FISCAL IMPACT	<u>261,300</u>				

ADDITIONAL FTE POSITIONS (Cumulative) _____

Is Item Included in Current Budget? Yes X No _____
 Budget Account No: Fund. 3600 Dept. 581 Unit P649 Object 6505
 Reporting Category _____

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

Park Improvement Fund

Construction: 231,300
 Staff Costs 30,000
261,300

III. REVIEW COMMENTS:

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

Elizabeth Green 7/30/07
 OFMB
 mg 7/25/07
 1/23/11

Don J. Jacobson 7/30/07
 Contract Administrator
 E. Jones 7/30/07

This item complies with current County policies.

B. Legal Sufficiency:

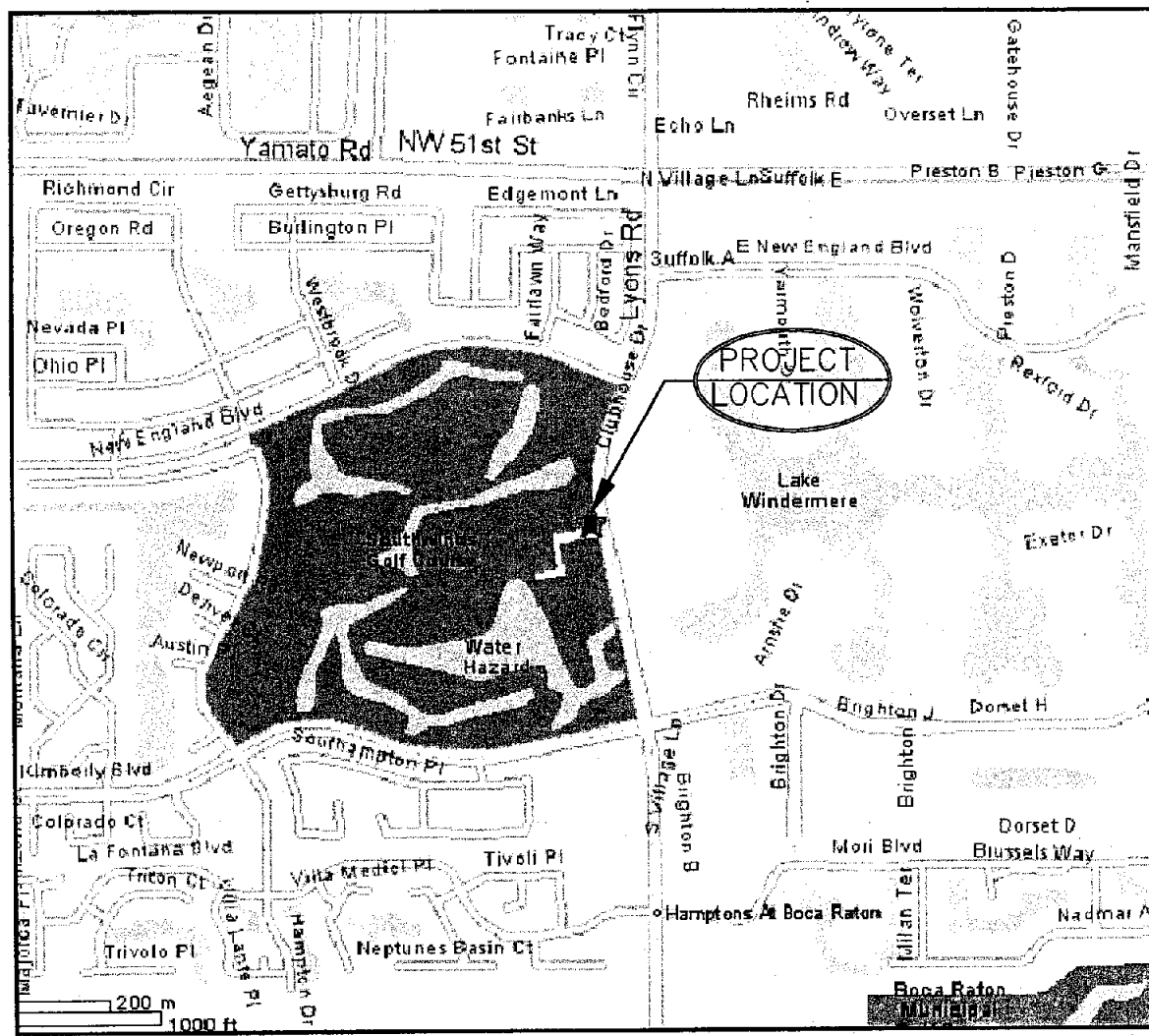
James C. Wingo 7/31/07
 Assistant County Attorney

C. Other Department Review:

Dennis Eshleman
 Dennis Eshleman, Director

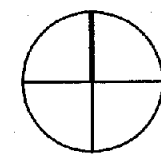
This summary is not to be used as a basis for payment.

ATTACHMENT # 1



LOCATION MAP

SCALE: NONE



**FACILITIES DEVELOPMENT & OPERATIONS
BUDGET AVAILABILITY STATEMENT**

REQUEST DATE: 06/05/07 **REQUESTED BY:** Darrell Lange **PHONE:** 233-0276
FAX: 233-0270

PROJECT TITLE: Southwinds Golf Clubhouse Replacement **PROJECT NO.:** 06212

ORIGINAL CONTRACT AMOUNT: **BCC RESOLUTION#:** (R2007-0393)

REQUESTED AMOUNT: \$231,300.00 **DATE:** 03/23/07

CSA or CHANGE ORDER NUMBER: CSA No. 1

CONSULTANT/CONTRACTOR: Saltz Michelson Architects

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Professional services shall include architectural and engineering services for the design and construction.

CONSTRUCTION	\$231,300.00	KPD 410 061107 *1133
PROFESSIONAL SERVICES		
STAFF COSTS** (Design/Construction Phase)	40,000.00 30,000	
MISC. (permits, prints, advertising, etcetra)		
TOTAL	\$271,300.00 261,300	

** By signing this BAS your department agrees to these staff costs and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed.

BUDGET ACCOUNT NUMBER (IF KNOWN)

FUND: 3600 **DEPT:** 581 **UNIT:** D06A **OBJ:** 4900

FUNDING SOURCE (CHECK ALL THAT APPLY): AD VALOREM OTHER
 FEDERAL/DAVIS BACON

WFW
BAS APPROVED BY: *[Signature]* **DATE:** _____

ENCUMBRANCE NUMBER: _____

Revised 03/30/04

FUNDING SOURCE(S)	
<input type="checkbox"/> Bond	
<input type="checkbox"/> Impact Fees	
<input checked="" type="checkbox"/> Park Improvement Fund	
<input type="checkbox"/> Ad Valorem	
<input type="checkbox"/> Other	

BAS APPROVAL	
<input checked="" type="checkbox"/> FULLY FUNDED WITHIN CURRENT BUDGET <u><i>ck</i></u>	
<input type="checkbox"/> FULLY FUNDED PENDING BUDGET TRANSFER _____	

ATTACHMENT #2

CONSULTANT SERVICES AUTHORIZATION

SALTZ MICHELSON ARCHITECTS

**SOUTHWINDS GOLF CLUBHOUSE REPLACEMENT
PROJECT NO 06212
DISTRICT NO. 5**

THIS AUTHORIZATION NO. 1 to the Contract dated 03/23/07 (R2007-0393) between Palm Beach County and the Consultant identified herein is for the Consultant Services described in Item 3 of this Authorization.

1. **CONSULTANT:** SALTZ MICHELSON ARCHITECTS
1800 AUSTRALIAN AVENUE SOUTH, SUITE 102
WEST PALM BEACH, FLORIDA 33409-6450
2. **Services completed to date:** Not applicable.
3. **Description of Services to be provided by Consultant:** Professional services shall include architectural and engineering services for the design and construction as detailed on the attached proposal dated May 23, 2007.
4. **History:** Not applicable. This authorization is for a new project.
5. **Time of Commencement:** Consultant shall begin work promptly on the requested services upon receipt of this executed document which shall constitute official "Notice to Proceed".
6. **Compensation:** The compensation to be paid to the Consultant for the requested services shall be:

Lump Sum charge of \$231,300.00
7. **This Authorization may be terminated by the County without cause or prior notice. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed to termination date, together with reimbursable expenses (if applicable) then due.**

Consultant agrees to waive any and all claims for lost profits or anticipated future profits in the event of a termination with or without the cause under this Contract.
8. **EXCEPT AS HEREBY AMENDED, CHANGED OR MODIFIED,** all other terms and conditions of the original Contract remain in full force and effect.

ATTACHMENT # 3

IN WITNESS WHEREOF, this Authorization is accepted, subject to the terms and conditions of the aforementioned Contract.

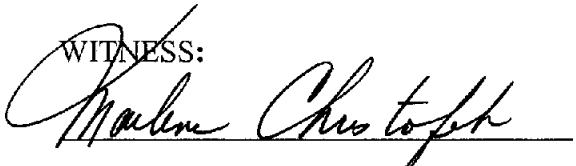
COUNTY

ATTEST:
Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Addie L. Greene, Chairperson

WITNESS:


SALTZ MICHELSON ARCHITECTS

By: _____
Name: ARTHUR W. DEARBORN

Marlene Christofel
Name (type or print)

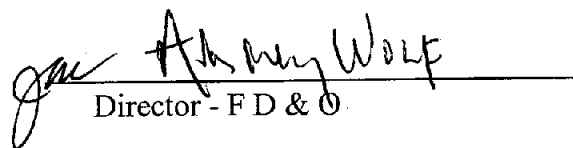
VICE PRESIDENT
Title:

Date: 6-12-07

Approved as to Form and Legal Sufficiency

Approved as to terms and conditions

Assistant County Attorney


Director - F D & O



Revised May 23, 2007
Revised April 24, 2007
April 9, 2007

Palm Beach County - Capital Improvements Division
Facilities Development & Operations
3200 Belvedere Road - Building 1169
West Palm Beach, FL 33406
Attn: Mr. Darrell T. Lange, Project Manager

RE: **Southwinds Golf Clubhouse Project No. 06212**
19557 Lyons Road
Boca Raton, FL

Dear Mr. Lange:

We are pleased to submit the following Lump Sum Fee Proposal to provide programming, architectural design, construction documents, bidding, permitting, and construction administration services for the new Southwinds Golf Clubhouse located in Palm Beach County, Florida. All services provided shall be as outlined in the Annual Service Contract (P2007-0393), which includes the PBC Policy and Procedures Manual for Design Professionals. The clubhouse shall be built on the same site as the previous clubhouse and shall consist of a one story, 10,000 square foot structure, with a connecting walkway to the existing cart barn facility. The renovations to the exterior of the cart barn shall include re-roofing of the existing structure and incorporating "tie-in" design features. Interior renovations will be minimal based on a program yet to be determined (building systems redesign not included), and involvement with the existing site shall be limited to the demolition area established by the previous clubhouse.

Programming

Saltz Michelson Architects – Architectural

Subtotal \$ **4,590.00**

Site Investigation

Wallace Surveying, Inc. - Survey
Lump Sum

\$ 5,100.00

Nutting Engineers of Florida, Inc. - Geotechnical
Lump Sum

\$ 2,665.00

Subtotal \$ **7,765.00**

1800 AUSTRALIAN AVENUE SOUTH, SUITE 102
WEST PALM BEACH, FL 33409-6450
(561) 689-1870 FAX: (561) 689-0129

P07152R2

www.saltzmichelson.com • e-mail: sma@saltzmichelson.com

AA-0002897

Schematic Design

Saltz Michelson Architects - Architectural		\$	17,100.00
Simmons & White, Inc. - Civil Lump Sum		\$	950.00
ONM&J - Structural Lump Sum		\$	2,100.00
Gartek Engineering Corporation - MEP Lump Sum		\$	8,140.00
Gentile Holloway O'Mahoney & Assoc. - Landscape Lump Sum		\$	<u>897.00</u>
	Subtotal	\$	29,187.00
Construction Management Services, Inc. - Estimating Lump Sum		\$	<u>2,340.00</u>
	Subtotal	\$	31,527.00

Design Development

Saltz Michelson Architects - Architectural		\$	22,800.00
Simmons & White, Inc. - Civil Lump Sum		\$	1,250.00
ONM&J - Structural Lump Sum		\$	2,800.00
Gartek Engineering Corporation - MEP Lump Sum		\$	13,690.00
Gentile Holloway O'Mahoney & Assoc. - Landscape Lump Sum		\$	<u>897.00</u>
	Subtotal	\$	41,437.00
Construction Management Services, Inc. - Estimating Lump Sum		\$	<u>4,795.00</u>
	Subtotal	\$	46,232.00



Construction Documents

Saltz Michelson Architects - Architectural	\$ 45,600.00
Simmons & White, Inc. - Civil Lump Sum	\$ 2,800.00
ONM&J - Structural Lump Sum	\$ 7,000.00
Gartek Engineering Corporation - MEP Lump Sum	\$ 8,880.00
Gentile Holloway O'Mahoney & Assoc. - Landscape Lump Sum	\$ 3,483.00
Subtotal	<u>\$ 67,763.00</u>
Construction Management Services, Inc. - Estimating Lump Sum	\$ 17,520.00
Subtotal	<u>\$ 85,283.00</u>

Bidding & Permitting

Saltz Michelson Architects - Architectural	Subtotal \$ 5,700.00
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Construction Administration

Saltz Michelson Architects - Architectural	\$ 29,645.00
Simmons & White, Inc. - Civil Lump Sum	\$ 2,500.00
ONM&J - Structural Lump Sum	\$ 2,100.00
Gartek Engineering Corporation - MEP Lump Sum	\$ 6,290.00
Gentile Holloway O'Mahoney & Assoc. - Landscape Lump Sum	\$ 1,668.00
Subtotal	<u>\$ 42,203.00</u>
Total	<u>\$ 223,300.00</u>



AA-0002897

P07152R2

Expenses

Saltz Michelson Architects - Architectural	\$	6,530.00
Simmons & White, Inc. - Civil	\$	300.00
ONM&J - Structural	\$	300.00
Gartek Engineering Corporation - MEP	\$	500.00
Gentile Holloway O'Mahoney & Assoc. - Landscape	\$	300.00
Construction Management Services, Inc. - Estimating	\$	<u>70.00</u>
Total	\$	8,000.00

Proposed Delivery Schedule

Programming	20 Days
Schematic Design	50 Days
Design Development	70 Days
Construction Documents	120 Days
Bidding	30 Days
Permitting	90 Days
Construction Administration	200 Days

Thank you for the opportunity to present this proposal for the services you requested.

Very truly yours,
Saltz Michelson Architects



Arthur W. Dearborn, AIA
Vice President

AWD:sm
Encl.

ProPBC Proposal Letter 2007-05-23R2.doc





SOUTHWINDS GOLF CLUBHOUSE

19557 Lyons Road
Boca Raton, FL

FEE PROPOSAL ANALYSIS

April 9, 2007
April 23, 2007
Revised: May 23, 2007

FEEES BY DISCIPLINE:

PREDESIGN SERVICES

ARCHITECTURAL PROGRAMMING		\$ 4,590.00
CONSULTANTS:		
SURVEY- WALLACE	\$ 5,100.00	
GEOTECHNICAL-NUTTING	<u>\$ 2,665.00</u>	
TOTAL CONSULTANT FEES:	\$ 7,765.00	
TOTAL PREDESIGN FEES:		\$ 12,355.00

STANDARD A/E DESIGN FEES

ARCHITECT:		\$120,845.00
CONSULTANTS:		
CIVIL- SIMMONS & WHITE	\$ 7,500.00	
STRUCTURAL- ONM&J	\$ 14,000.00	
MEP- GARTEK	\$ 37,000.00	
LANDSCAPE-GENTILE O'MAHONEY	<u>\$ 6,945.00</u>	
		\$ 65,445.00
TOTAL STANDARD A/E DESIGN FEES		\$186,290.00
OTHER CONSULTANT FEES:		
ESTIMATING- CMS-CONSTRUCTION	<u>\$ 24,655.00</u>	
SUBTOTAL		\$ 210,945.00

TOTAL PROFESSIONAL FEES: \$223,300.00

1800 AUSTRALIAN AVENUE SOUTH, SUITE 102
WEST PALM BEACH, FL 33409-6450
(561) 689-1870 FAX: (561) 689-0129

www.saltzmichelson.com • e-mail: sma@saltzmichelson.com

AA-0002897

FEEES BY PHASES:

PRE DESIGN FEES

PROGRAMMING	\$ 4,590.00
SITE INVESTIGATION (Survey/Geotech)	\$ 7,765.00
SUBTOTAL:	\$ 12,355.00

ARCHITECTURAL PHASES

ESTIMATING

SCHMATIC DESIGN	\$ 29,187.00	\$ 2,340.00
DESIGNING DEVELOPMENT	\$ 41,437.00	\$ 4,795.00
CONSTRUCTION DOCUMENTS	\$ 67,763.00	\$ 17,520.00
BIDDING/PERMITTING	\$ 5,700.00	
CONSTRUCTION ADMINISTRATION	<u>\$ 42,203.00</u>	<u>\$</u>
	\$ 186,290.00	\$ 24,655.00

SUBTOTAL **\$ 210,945.00**

TOTAL PROFESSIONAL FEES **\$ 223,300.00**

EXPENSES \$ 8,000.00
\$ 231,300.00

TOTAL

	SD	DD	CD	B/P	CA	TOTAL
ARCHITECTURE	\$ 17,100.00	\$ 22,800.00	\$ 45,600.00	\$ 5,700.00	\$ 29,645.00	\$120,845.00
CIVIL	\$ 950.00	\$ 1,250.00	\$ 2,800.00		\$ 2,500.00	\$ 7,500.00
STRUCTURAL	\$ 2,100.00	\$ 2,800.00	\$ 7,000.00		\$ 2,100.00	\$ 14,000.00
MEP	\$ 8,140.00	\$ 13,690.00	\$ 8,880.00		\$ 6,290.00	\$ 37,000.00
LANDSCAPE	<u>\$ 897.00</u>	<u>\$ 897.00</u>	<u>\$ 3,483.00</u>	<u>\$</u>	<u>\$ 1,668.00</u>	<u>\$ 6,945.00</u>
SUBTOTAL	\$ 29,187.00	\$ 41,437.00	\$ 67,763.00	\$ 5,700.00	\$ 42,203.00	\$ 186,290.00
ESTIMATING						\$ 24,655.00
TOTAL	\$ 31,527.00	\$ 46,232.00	\$ 85,283.00	\$ 5,700.00	\$ 42,203.00	\$210,945.00



SCHEDULE 1

LIST OF PROPOSED SBE-M/WBE SUBCONSULTANTS

PROJECT NAME: SOUTHWINDS GOLF CLUBHOUSE, BOCA RATON, FLORIDA

PROJECT NO. 06212

NAME OF PRIME CONSULTANT: SALTZ MICHELSON ARCHITECTS

DESCRIPTION OF WORK NEW ONE-STORY BUILDING OF 10,000 SQUARE FEET WITH COVERED WALKWAY TO EXISTING CART BARN

PLEASE IDENTIFY ALL APPLICABLE CATEGORIES OF SUBCONSULTANTS

Name, Address and Phone Number	(Check one or both Categories)		Subcontract Percentage				
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other -SBE
1. Gartek Engineering Corporation 7210 SW 39 th Terrace Miami, FL 33755 (305) 266-8997	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	<u>\$37,000</u>	_____	_____	_____
2. Simmons & White, Inc. 5601 Corporate Way, Suite 200 West Palm Beach, FL 33407 (561) 478-7848	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	_____	<u>\$7,500</u>
3. Gentile, Holloway, O'Mahoney & Associates, Inc. 1907 Commerce Lane, Suite 101 Jupiter, FL 33458 (561) 575-9557	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	_____	<u>\$6,945</u>
4. C.M.S.-Construction Management Services, Inc. 2630 Forest Hill Blvd. West Palm Beach, Florida 33406 (561) 641-0710	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>\$24,655</u>	_____	_____	_____	_____
(Please use additional sheets if necessary)			Total	<u>\$24,655</u>	<u>\$37,000</u>	_____	<u>\$14,445</u>

Total Price \$ 223,300

Total SBE-M/WBE Participation \$ 76,100 Total

SBE% 34

- Note:
1. The percentages listed on this form must be supported by the Subconsultant included on Schedule 2 in order to be counted toward goal attainment.
 2. Firms may be certified by Palm Beach County as an SBE and/or M/WBE.
 3. M/WBE information is being collected for tracking purposes only.

CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

Not Applicable

(Attach additional sheets as needed.)

CONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT shall not enter into said association, interest or circumstance.

THIS DISCLOSURE is submitted by Arthur W. Dearborn, AIA, as
(Name of Individual)

Vice President, of Saltz Michelson Architects
(Title/Position) (Firm Name of Consultant)

who hereby certifies that the information stated above is true and correct. Further, it is hereby acknowledged that any misrepresentation by the Consultant on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the Consultant.


(Signature)

June 18, 2007
(Date)