

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

Meeting Date: October 16, 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 Heery International, Inc. (R2006-2219) in the amount of \$710,728 for Program Management Services for the Jail Expansion Program.

**Summary:** CSA No. 1 will provide for program management services for the Jail Program from October, 2007 through February, 2008. The program manager will act as an extension of staff assisting in all aspects of the project including managing the design and construction phases. Upon completion of this phase of services, an additional services authorization will be presented to the Board for the remainder of the proposed \$7,684,561 contract. The SBE goal for this project is 15%. Heery International's participation is 11.5% for this phase. When combined with the original contract participation, overall SBE participation is 14.54%. **(Capital Improvements Division) Countywide (JM)**

**Background and Justification:** On April 25, 2006, the Board approved proceeding with Jail Expansion Program II consisting of the expansion of the West County Detention Facility and the Stockade and renovations to the Main Detention Center at an estimated \$267 million. On October 17, 2006, the Board approved the contract with Heery International, Inc. to provide program management services for the Jail Expansion Program in the amount of \$2,043,104. This CSA will continue those services for another five months based on funding approved by the Board on July 24, 2007. In February, 2008, bonds will be sold to fund the balance of the program management services and the jail construction, and an additional CSA will be presented to the Board for the balance of services from Heery International.

**Attachments:**

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

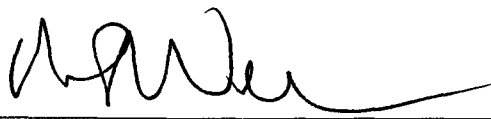
Recommended by:



*Anthony Wolf*  
Department Director

9/24/07  
Date

Approved by:



County Administrator

10/16/07  
Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures	960,728	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)					
<b>NET FISCAL IMPACT</b>	<b>960,728</b>				

# ADDITIONAL FTE  
POSITIONS (Cumulative) \_\_\_\_\_

Is Item Included in Current Budget? Yes X No \_\_\_\_\_  
Budget Account No: Fund 3804 Dept 411 Unit B362 Object 6502  
Reporting Category \_\_\_\_\_

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

Professional Services:	710,728
Staff Costs:	250,000
	<u>960,728</u>

**III. REVIEW COMMENTS:**

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

*[Handwritten signature]* 10-1-07  
OFMB  
10/1/07  
CN 10/01/07

*[Handwritten signature]* 10/2/07  
Contract Administrator

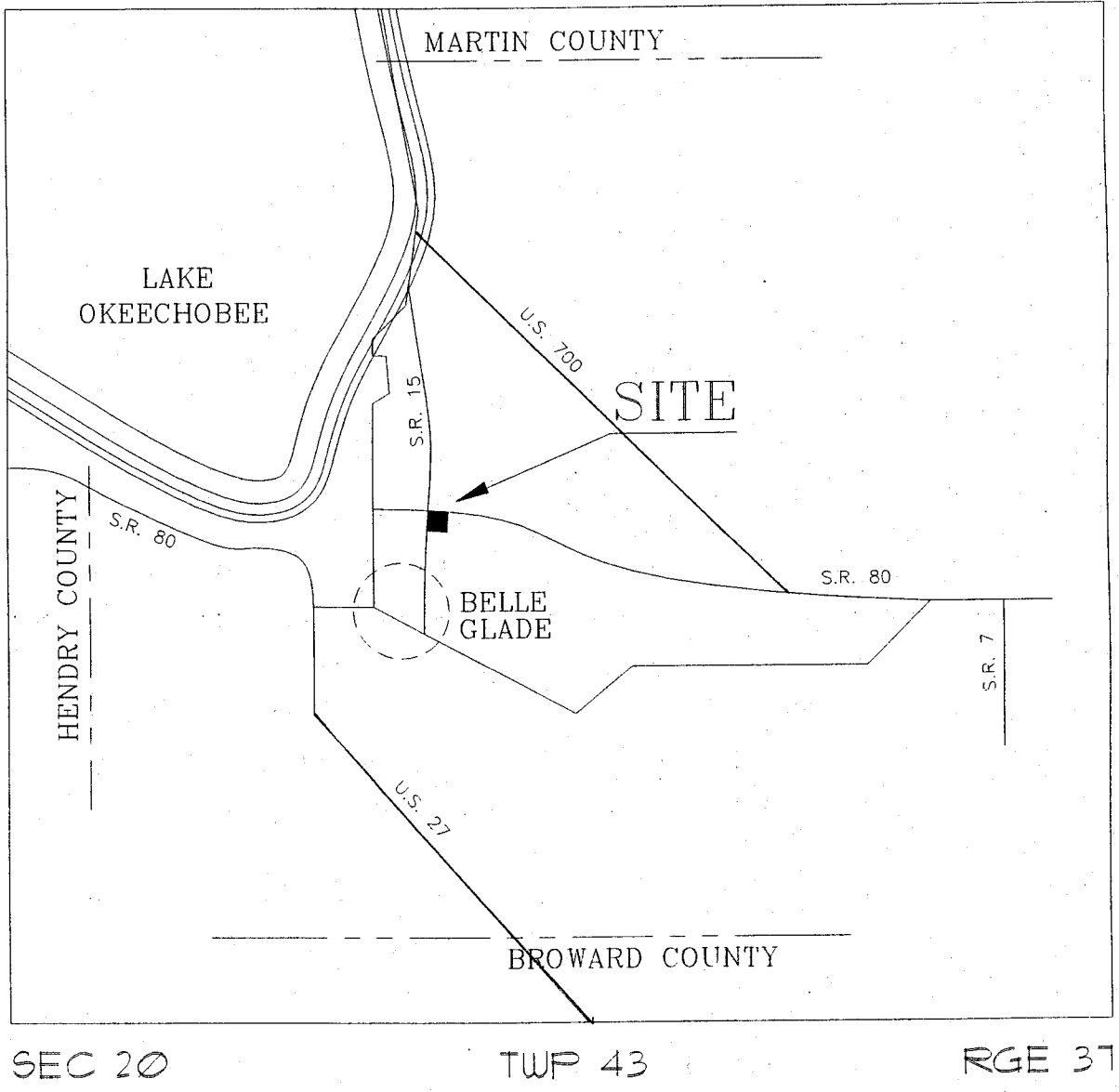
**B. Legal Sufficiency:**

*[Handwritten signature]* 10/2/07  
Assistant County Attorney

**This item complies with current County policies.**

**C. Other Department Review:**

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



# LOCATION MAP

N.T.S.

**ATTACHMENT #1**

FACILITIES DEVELOPMENT & OPERATIONS  
BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 09/18/07      REQUESTED BY: Mike McPherson      PHONE: 233-0278  
FAX: 233-0270

PROJECT TITLE: Palm Beach County Jail Expansion Program      PROJECT NO.: 06213

ORIGINAL CONTRACT AMOUNT:      BCC RESOLUTION#: R2006-2219

REQUESTED AMOUNT: \$710,728.00      DATE:

CSA or CHANGE ORDER NUMBER: CSA No. 1

CONSULTANT/CONTRACTOR: Heery International Inc.

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

Program Management Services

CONSTRUCTION	
PROFESSIONAL SERVICES	<u>\$710,728.00</u>
STAFF COSTS** (Design/Construction Phase)	<u>250,000.00</u>
MISC. (permits, prints, advertising, etcetera)	
TOTAL	<u>\$960,728.00</u>

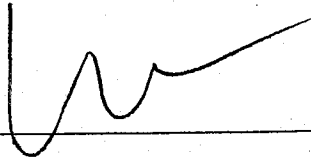
\*\* By signing this BAS your department agrees to these staff costs and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed.

BUDGET ACCOUNT NUMBER (IF KNOWN)

FUND: 3056 DEPT: 411      UNIT: B362      OBJ: 6502

FUNDING SOURCE (CHECK ALL THAT APPLY):       AD VALOREM       OTHER

FEDERAL/DAVIS BACON

BAS APPROVED BY:       DATE: 9/20/07

ENCUMBRANCE NUMBER: \_\_\_\_\_

**CONSULTANT SERVICES AUTHORIZATION**

**HEERY INTERNATIONAL, INC.**

**PBC JAIL EXPANSION  
PROJECT NO. 06213  
COUNTYWIDE**

**THIS AUTHORIZATION NO. 1** to the Contract dated 10/17/06 (R2006-2219) between Palm Beach County and the Consultant identified herein is for the Consultant Services described in Item 3 of this Authorization.

1. **CONSULTANT:** **HEERY INTERNATIONAL, INC.  
999 PEACHTREE STREET N.E.  
ATLANTA, GEORGIA 30309-3953**

2. **Services completed to date:** Not applicable. This authorization is for a new project.

3. **Description of Services to be provided by Consultant:** Professional services shall include Program Management services as detailed on the attached proposal dated September 11, 2007.

4. **History:**

<u>CSA No.</u>	<u>Amount</u>	<u>Date Approved</u>	<u>Approved By</u>
Original Contract	\$2,043,104.00	10/17/06	BCC

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 \$710,728.00.

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.

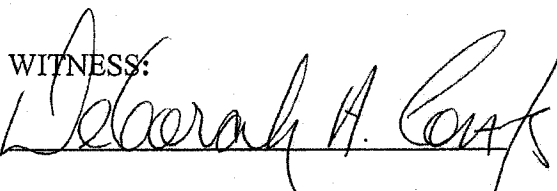
COUNTY

ATTEST:  
Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

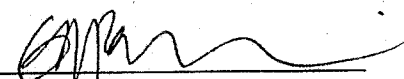
By: \_\_\_\_\_  
Deputy Clerk

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

WITNESS:  


Deborah A. Coats  
Name (type or print)

HEERY INTERNATIONAL INC.

By:   
Name: Gregory H. Peirce, AIA  
Senior Vice President

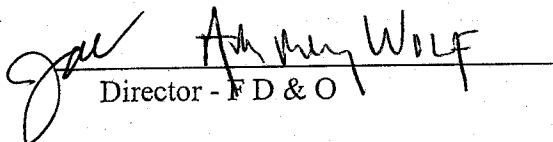
Title:

Date: 26 Sept 07

Approved as to Form and Legal Sufficiency

Approved as to terms and conditions

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

  
Director - F D & O

**Exhibit A**

<b>Palm Beach County Jail Fee Summary For Work From 10/1/07 thru 2/29/08</b>	
<b>Labor (includes Commissioning)</b>	<b>\$697,304</b>
<b>Expenses</b>	<b><u>\$13,424</u></b>
<b>TOTAL FEE:</b>	<b>\$710,728</b>

**Palm Beach County Jail**  
**10/1/07 to 2/29/08**  
**Program Management Services**

**LABOR COST SUMMARY**

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
		2006												2007												2008													
PROGRAM MANAGEMENT SERVICES		% TIME	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec					
Work Days in Month																																							
Work Hours in Month																																							
<b>Core Team</b>																																							
Project Executive (NTE)	25%																																						
Program Director	100%																																						
Program Ops Mgr.	100%																																						
Program Manager	100%																																						
Asst. Project Manager	100%																																						
Administrative Assistant	100%																																						
Construction Inspector 1 (Arch)	100%																																						
Construction Inspector 2 (MEP)	100%																																						
Scheduling	0%																																						
<b>Core Team Cost</b>																																							
<b>Support Services</b>																																							
<b>Estimating</b>																																							
<u>West County</u>																																							
Conceptual Cost Verification																																							
Schematic Design Validation																																							
Design Development Validation																																							
GMP Price Validation																																							
Reconciliation																																							
<u>Stockade</u>																																							
Conceptual Cost Verification																																							
Schematic Design Validation																																							
Design Development Validation																																							
GMP Price Validation																																							
Reconciliation																																							
<u>Main Detention</u>																																							
Conceptual Cost Verification																																							
Schematic Design Validation																																							
Design Development Validation																																							
GMP Price Validation																																							
Reconciliation																																							
Commissioning Services																																							
<b>Support Services Cost</b>																																							
<b>TOTAL ESTIMATED LABOR</b>																																							



**Palm Beach County Jail**

10/1/07 to 2/29/08

**Program Management Services**

	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
	2009												2010												2011				
<b>PROGRAM MANAGEMENT SERVICES</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Work Days in Month	21	20	23	20	22	22	20	23	20	22	20	21	21	20	23	20	22	22	20	23	20	22	20	21	21	20	23	20	22
Work Hours in Month	168	160	184	160	176	176	160	184	160	176	160	168	168	160	184	160	176	176	160	184	160	176	160	168	168	160	184	160	176
<b>Core Team</b>																													
Project Executive (NTE)																													
Program Director																													
Program Ops Mgr.																													
Program Manager																													
Asst. Project Manager																													
Administrative Assistant																													
Construction Inspector 1 (Arch)																													
Construction Inspector 2 (MEP)																													
Scheduling																													
<b>Core Team Cost</b>																													
<b>Support Services</b>																													
<b>Estimating</b>																													
<b>West County</b>																													
Conceptual Cost Verification																													
Schematic Design Validation																													
Design Development Validation																													
GMP Price Validation																													
Reconciliation																													
<b>Stockade</b>																													
Conceptual Cost Verification																													
Schematic Design Validation																													
Design Development Validation																													
GMP Price Validation																													
Reconciliation																													
<b>Main Detention</b>																													
Conceptual Cost Verification																													
Schematic Design Validation																													
Design Development Validation																													
GMP Price Validation																													
Reconciliation																													
Commissioning Services																													
<b>Support Services Cost</b>																													
<b>TOTAL ESTIMATED LABOR</b>																													

**Palm Beach County Jail**

10/1/07 to 2/29/08

**Program Management Services**

PROGRAM MANAGEMENT SERVICES	2006			2007			2008			2009			2010			2011			Total Hours
	Hours	Rate	Cost	Hours	Rate	Cost	Hours	Rate	Cost	Hours	Rate	Cost	Hours	Rate	Cost	Hours	Rate	Cost	
Work Days in Month																			
Work Hours in Month				5.0%			5.0%			5.0%			5.0%			5.0%			
<b>Core Team</b>																			
Project Executive (NTE)	0	\$ -		122	\$ 9,095		82	\$ 6,419		0	\$ -		0	\$ -		0	\$ -		204
Program Director	0	\$ -		488	\$ 43,042		328	\$ 30,376		0	\$ -		0	\$ -		0	\$ -		816
Program Ops Mgr.	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Program Manager	0	\$ -		488	\$ 28,182		328	\$ 19,889		0	\$ -		0	\$ -		0	\$ -		816
Asst. Project Manager	0	\$ -		488	\$ 27,157		328	\$ 19,166		0	\$ -		0	\$ -		0	\$ -		816
Administrative Assistant	0	\$ -		488	\$ 13,527		328	\$ 9,547		0	\$ -		0	\$ -		0	\$ -		816
Construction Inspector 1 (Arch)	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Construction Inspector 2 (MEP)	0	\$ -		0	\$ -		328	\$ 17,394		0	\$ -		0	\$ -		0	\$ -		328
Scheduling	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
<b>Core Team Cost</b>	<b>0</b>	<b>\$ -</b>		<b>2,074</b>	<b>\$ 121,003</b>		<b>1,722</b>	<b>\$ 102,790</b>		<b>0</b>	<b>\$ -</b>		<b>0</b>	<b>\$ -</b>		<b>0</b>	<b>\$ -</b>		<b>3796</b>
<b>Support Services</b>																			
<b>Estimating</b>																			
<b>West County</b>																			
Conceptual Cost Verification	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Schematic Design Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Design Development Validation	0	\$ -		80	\$ 3,864		0	\$ -		0	\$ -		0	\$ -		0	\$ -		80
GMP Price Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Reconciliation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
<b>Stockade</b>																			
Conceptual Cost Verification	0	\$ -		0	\$ -		40	\$ 2,029		0	\$ -		0	\$ -		0	\$ -		40
Schematic Design Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Design Development Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
GMP Price Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Reconciliation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
<b>Main Detention</b>																			
Conceptual Cost Verification	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Schematic Design Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Design Development Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
GMP Price Validation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Reconciliation	0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0	\$ -		0
Commissioning Services	0	\$ -		246	\$ 13,776		164	\$ 9,184		0	\$ -		0	\$ -		0	\$ -		410
<b>Support Services Cost</b>	<b>0</b>	<b>\$ 0</b>		<b>326</b>	<b>\$ 17,640</b>		<b>204</b>	<b>\$ 11,213</b>		<b>0</b>	<b>\$ 0</b>		<b>0</b>	<b>\$ 0</b>		<b>0</b>	<b>\$ 0</b>		<b>530</b>
<b>TOTAL ESTIMATED LABOR</b>	<b>0</b>	<b>\$ -</b>		<b>2,400</b>	<b>\$ 138,643</b>		<b>1,926</b>	<b>\$ 114,003</b>		<b>0</b>	<b>\$ -</b>		<b>0</b>	<b>\$ -</b>		<b>0</b>	<b>\$ -</b>		<b>530</b>

<b>Palm Beach County Jail</b> <b>10/1/07 to 2/29/08</b> <b>Program Management Services</b>		
PROGRAM MANAGEMENT SERVICES	Total Cost	w/Multiplier
Work Days in Month		
Work Hours in Month		2.76
<b>Core Team</b>		
Project Executive (NTE)	\$ 15,514	\$ 42,818
Program Director	\$ 73,418	\$ 202,633
Program Ops Mgr.	\$ -	\$ -
Program Manager	\$ 48,071	\$ 132,676
Asst. Project Manager	\$ 46,323	\$ 127,852
Administrative Assistant	\$ 23,074	\$ 63,685
Construction Inspector 1 (Arch)	\$ -	\$ -
Construction Inspector 2 (MEP)	\$ 17,394	\$ 48,007
Scheduling	\$ -	\$ -
	\$ -	\$ -
<b>Core Team Cost</b>	<b>\$ 223,794</b>	<b>\$ 617,671</b>
<b>Support Services</b>		
<b>Estimating</b>		
<b>West County</b>		
Conceptual Cost Verification	\$ -	\$ -
Schematic Design Validation	\$ -	\$ -
Design Development Validation	\$ 3,864	\$ 10,665
GMP Price Validation	\$ -	\$ -
Reconciliation	\$ -	\$ -
<b>Stockade</b>		
Conceptual Cost Verification	\$ 2,029	\$ 5,599
Schematic Design Validation	\$ -	\$ -
Design Development Validation	\$ -	\$ -
GMP Price Validation	\$ -	\$ -
Reconciliation	\$ -	\$ -
<b>Main Detention</b>		
Conceptual Cost Verification	\$ -	\$ -
Schematic Design Validation	\$ -	\$ -
Design Development Validation	\$ -	\$ -
GMP Price Validation	\$ -	\$ -
Reconciliation	\$ -	\$ -
Commissioning Services	\$ 22,960	\$ 63,370
<b>Support Services Cost</b>	<b>\$28,853</b>	<b>\$ 79,633</b>
<b>TOTAL ESTIMATED LABOR</b>	<b>\$ 252,646</b>	<b>\$ 697,304</b>

<b>Program Management Services</b> <b>Estimated Reimbursable Expenses</b> <b>10/01/07 to 2/29/08</b>	Quantity	Unit	Unit Price	Total Cost	Summary Total Cost
<b>ESTIMATED DIRECT COST EXPENSES</b>					
<b>DIRECT OFFICE EXPENSES</b>					
Office Rent					
Utilities					
Water					
Electric					
Telephones					
System					
Installation (Phone and T1)					
Monthly Service (7 lines) (6-Voice/1-Fax)					
T1 Line for Internet Access					
Long Distance					
Cell Phones					
Phones	0	Ea	\$100.00	\$0	
Monthly Service	-	MO	\$250.00	\$0	
Furniture					
Offices (Desk/Chair/Credenza/File/Etc.)					
File/Storage (Work Tables/File Cabinets)					
Breakroom (Microwave/Refrigerator)					
Equipment					
Desktop Computers (w/Monitor/MS Office)	0	EA	\$3,500.00	\$0	
Laptop Computers (w/Docking Station/Monitor/etc.)	0	EA	\$5,500.00	\$0	
Ink Jet Printer	0	EA	\$400.00	\$0	
Ink Cartridges	-	MO	\$75.00	\$0	
Laser Printer	0	EA	\$1,500.00	\$0	
Laser Printer Cartridge	5	MO	\$300.00	\$1,500	
Digital Camera (w/1G Memory Card)	0	EA	\$300.00	\$0	
Scanner	0	LS	\$1,000.00	\$0	
Adobe Acrobat	0	LS	\$1,000.00	\$0	
Expedition	0	EA	\$20,000.00	\$0	
Other Software/Licenses/Upgrades	0	EA	\$1,000.00	\$0	
Software					
Primavera - P3	0	LS	\$10,000.00	\$0	
Annual Maintenance	0	YRS	\$1,500.00	\$0	
IT Support					
Monthly Service	5	MO	\$100.00	\$500	
Copier					
Purchase	0	EA	\$15,000	\$0	
Maintenance Agreement	-	EA	\$0.05	\$0	
Copier Paper (5000/case)	-	Case	\$50.00	\$0	
Supplemental Expenses					
Travel Expenses					
Program Director Travel	-	Days	\$500.00	\$0	
Program Manager - Relocation	-	LS	\$50,000.00	\$0	
Temporary Living Expenses	-	LS	\$25,000.00	\$0	
Parking	-	wk	\$20.00	\$0	
Project Manager Local Travel (100 miles/day/ea)	18,400	MI	\$0.485	\$8,924	2 mo.* 100 mi.* 4 people * 23 days/mo
Supplies					
Office Supplies General (Start-up)	0	LS	\$1,500	\$0	
Office Supplies Individuals (Start-up)	0	EA	\$200	\$0	
Project Supplies (Monthly)	5	mo	\$250.00	\$1,250	
Archives (Monthly)(Copies/Reproduction/Packaging)	0	mo	\$150.00	\$0	
Postage (Daily)	5	MO	\$250.00	\$1,250	
Overnight Service	0	mo	\$400.00	\$0	
Petty Cash and Miscellaneous Expenses	-	MO	\$750.00	\$0	
Technical Manuals	-	YRS	\$500.00	\$0	
Home Office Expenses (Phone/Copies/etc.)	-	MO	\$500.00	\$0	
Escalation	-	YRS	\$1,000.00	\$0	
<b>TOTAL ESTIMATED REIMBURSABLES</b>					<b>\$ 13,424</b>

SCHEDULE 1

LIST OF PROPOSED SBE-M/WBE SUBCONSULTANTS

PROJECT NAME: Jail Expansion PROJECT NO. 04202

NAME OF PRIME CONSULTANT: HEERY INTERNATIONAL

DESCRIPTION OF WORK PROGRAM MANAGEMENT

PLEASE IDENTIFY ALL APPLICABLE CATEGORIES OF SUBCONSULTANTS

Name, Address and Phone Number	(Check one or both Categories)		Subcontract Amount				
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
Gaudet Associates, Inc. 861 Jupiter Park Drive, Suite A 1. Jupiter, Florida 33458 (561) 748-3040	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$	\$ 15%	\$
2.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
3.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
4.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
5.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
(Please use additional sheets if necessary)	Total		\$	\$	\$	\$	\$

Total Price \$ 710,728.00 Participation \$ 81,600.00 Total % 11.5

- Note:
- The amounts listed on this form must be supported by the Subconsultant prices included on Schedule 2 in order to be counted toward goal attainment.
  - Firms may be certified by Palm Beach County as an SBE and/or M/WBE. If firms are certified as both an SBE and M/WBE, please indicate the dollar amount under the appropriate category.
  - M/WBE information is being collected for tracking purposes only.