

3H-11

Agenda Item #:

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

Meeting Date: July 22, 2008

☒ Consent
☐ Workshop

☐ Regular
☐ Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 2 to contract with Heery International, Inc., (R2006-2219) for program management services for the Jail Expansion Program 2 in the amount of \$3,311,688, subject to the closing on the Criminal Justice and Public Improvement Revenue Bonds, Series 2008 on August 27, 2008.

Summary: CSA No. 2 will provide program management services for the portion of West County Detention Facility phase of the Jail Expansion Program from March 1, 2008 to February 28, 2010. The Program Manager will continue to act as an extension of staff assisting in all aspects of the project including managing the design and construction phases. This CSA will complete the services required for the West County Detention Facility phase. The SBE Goal for this project is 15%. Heery International's SBE participation for this work is 13.7%. The overall SBE participation is 16.7%. **(Capital Improvements Division) Countywide (JM)**

Background and Justification: On April 15, 2006, the Board approved proceeding with the 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 \$2,043,614. This CSA completes the program management services for the West County Jail.

Attachment:

1. Location Map
2. Budget Availability Statement
3. Consultant Service Authorization No. 2

Recommended by: _____


Department Director

7/15/08
Date

Approved by: _____


County Administrator

7/15/08
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures	\$3,311,688	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)	_____	0	0	0	0
NET FISCAL IMPACT	\$3,311,688	_____	_____	_____	_____
# ADDITIONAL FTE	_____	_____	_____	_____	_____
POSITIONS (Cumulative)	0	_____	_____	_____	_____

Is Item Included in Current Budget? Yes _____ No X

Budget Account No: Fund _____ Dept _____ Unit _____ Object _____
Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact: Funding for this contract is from the Public Improvements Revenue Bonds, Series 2008 to be sold on August 18, 2008.

III. REVIEW COMMENTS:

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

The budget will be established at the time the bond is sold in account 3053/411/8362/6502.

Atwillhite 7-16-08
88-7/16/08 OFMB
7/15/08 V0
07/11

Jim J. Jones 7/17/08
Contract Administrator
E Jones 7/17/08

This item complies with current County policies.

B. Legal Sufficiency:

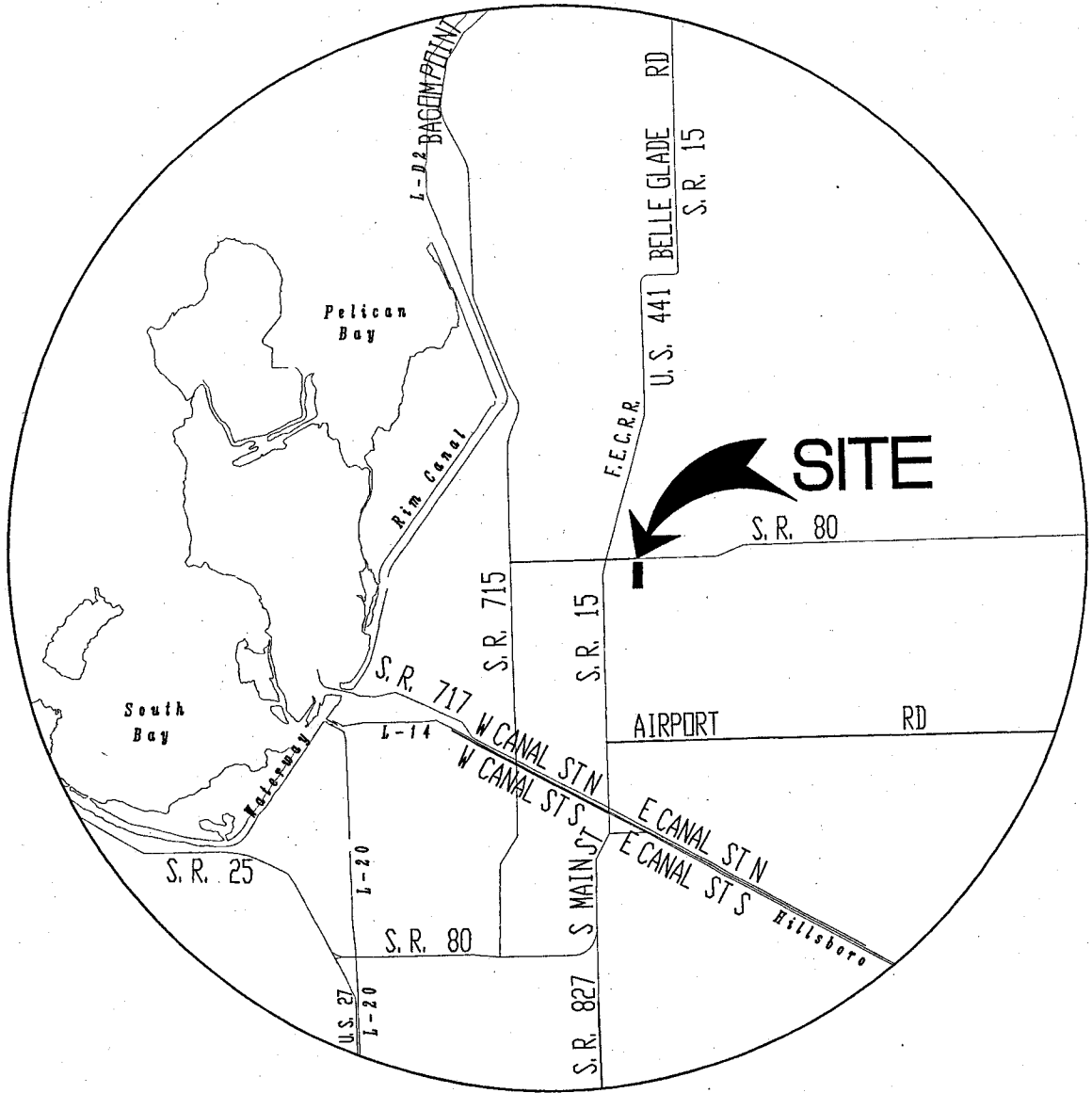
James C. Muel 7/18/08
Assistant County Attorney
FDO HAS FUNDS TO
COVER ANY WORK
DONE BEFORE 8/18/08

The Notice to Proceed
should be issued at
the time of closing of
the Revenue Bond.

C. Other Department Review:

Department Director

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



LOCATION MAP

N.T.S.

ATTACHMENT #1

**FACILITIES DEVELOPMENT & OPERATIONS
BUDGET AVAILABILITY STATEMENT**

REQUEST DATE: 07/07/08

REQUESTED BY: Mike McPherson PHONE: 233-0278
FAX: 233-0270

PROJECT TITLE: PBC Jail Expansion Program II

PROJECT NO.: 04202

ORIGINAL CONTRACT AMOUNT:

BCC RESOLUTION#:

REQUESTED AMOUNT: \$3,311,688

DATE:

CSA or CHANGE ORDER NUMBER: CSA No. 2

CONSULTANT/CONTRACTOR: Heery International Inc.

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

Professional services shall include Program Management. These monies will be funded through the sale of bonds scheduled for within the next 60 days.

CONSTRUCTION

PROFESSIONAL SERVICES

STAFF COSTS** (Design/Construction Phase)

MISC. (permits, prints, advertising, etcetera)

TOTAL

\$3,311,688.00

\$3,311,688.00

*** 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: 3053 DEPT: 411 UNIT: B362 OBJ: 6502

FUNDING SOURCE (CHECK ALL THAT APPLY):

☐ AD VALOREM ☒ OTHER

☐ FEDERAL/DAVIS BACON

BAS APPROVED BY: 

DATE: 7/8/08

ENCUMBRANCE NUMBER: _____

Revised 03/30/04

ATTACHMENT #2

CONSULTANT SERVICES AUTHORIZATION

HEERY INTERNATIONAL, INC.

JAIL EXPANSION PROGRAM II PROJECT NO. 06213 COUNTYWIDE

THIS AUTHORIZATION NO. 2 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 STERREET NE
ATLANTA, GEORGIA 30309-3953
2. **Services completed to date:** Program Management Services have been completed for the existing contract and the previous CSA.
3. **Description of Services to be provided by Consultant:** Professional services include Program Management as detailed on the attached proposal dated May 30, 2008.
4. **History:**

<u>CSA #</u>	<u>Amount</u>	<u>Date Approved</u>	<u>Approved By</u>
Original	\$2,043,104.00	10/17/06	BCC
CSA #1	\$ 710,728.00	10/16/07	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".
2. **Compensation:** The compensation to be paid to the Consultant for the requested services shall be:

Lump Sum charge of \$3,311,688.00

3. 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.

ATTACHMENT # 3

4. If not previously provided or for a new project, the Consultant shall provide County with an executed Conflict of Interest Disclosure Form, attached hereto and incorporated herein.
5. **EXCEPT AS HEREBY AMENDED, CHANGED OR MODIFIED**, all other terms and conditions of the original Contract remain in full force and effect.

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:

Carolyn Jones

Carolyn Jones
Name (type or print)

HEERY INTERNATIONAL INC.

By: [Signature]
Name: David J. Kimmel

Title: Vice President

Date: July 8, 2008

Approved as to Form and Legal Sufficiency

Approved as to terms and conditions

Assistant County Attorney

[Signature]
Director - F D & O

Exhibit A Revised (7/2/08)

Palm Beach County Jail	
Fee Summary To Complete West County	
3/1/2008 to 2/28/2010	
Labor	\$3,257,260
Expenses	<u>\$54,428</u>
Subtotal	\$3,311,688
TOTAL FEE:	\$3,311,688

Notes:

1. The above labor fee in the amount of \$3,257,260 represent the amount of Heery's services from March 1, 2008 through February 28, 2010 (estimated completion date for West County Projects).
2. The West County projects include the outbuildings (Fuel Island, Drug Farm, Impound/Evidence Storage and the Eagle Academy) the main West County Jail Expansion and Central Video Visitation Building at the Stockade Site.
3. The above fees do not include the interior renovation of Pod C or the interior renovation of the Courts Area unless these areas can be completed prior to the completion of the West County main jail expansion scheduled for February 28, 2010.
4. The above expenses in the amount of \$54,428 represents the balance of Heery's expenses from the original contract.

C C

Through West County 5/30/08

Hoery International, Inc.

Through West County 5/30/08

Heery International, Inc.

Program Management Services Balance of Estimated Expenses (6/2/08)	Quantity	Unit	Unit Price	Total Cost	Summary Total Cost
ESTIMATED DIRECT COST EXPENSES					
Direct Office Expenses					
Office Rent					
Utilities					
Electric					
Telephones					
System					
Installation (Phone and T1)					
Monthly Service (7 lines) (6-Voice/1-Fax)					
T1 Line for Internet Access					
Long Distance					
Project Phones	260	MO	\$0.00	\$0	PA
Furniture					
Offices (Desk/Chair/Credenza/File/Etc.)					
File/Storage (Work Tables/File Cabinets)					
Breakroom (Microwave/Refrigerator)					
Equipment					
Desktop Computers (w/Monitor/MS Office)	1	EA	\$0.00	\$0	PA
Laptop Computers (w/Docking Station/Monitor/etc.)	3	EA	\$0.00	\$0	PA
Ink Jet Printer	2	EA	\$0.00	\$0	PA
Ink Cartridges	100	MO	\$0.00	\$0	PA
Laser Printer	1	EA	\$0.00	\$0	PA
Laser Printer Cartridge	28	MO	\$300.00	\$8,400	
Digital Camera (w/1G Memory Card)	2	EA	\$0.00	\$0	PA
Scanner	1	LS	\$0.00	\$0	PA
Adobe Acrobat	4	LS	\$0.00	\$0	PA
Other Software/Licenses/Upgrades	30	EA	\$0.00	\$0	PA
Software					
Expedition	1	EA	\$0.00	\$0	PA
Primavera - P3	1	LS	\$0.00	\$0	PA
Annual Maintenance	4	YRS	\$0.00	\$0	PA
IT Support				\$0	PA
Monthly Service	28	MO	\$100.00	\$2,800	
Copier					
Purchase	1	EA	\$0.00	\$0	PA
Maintenance Agreement	1,000,000	EA	\$0.00	\$0	PA
Copier Paper (5000/case)	200	Case	\$0.00	\$0	PA
Temporary Living/Travel Expenses					
Project Team Travel	64,951	Miles	\$0.45	\$29,228	
Temporary Living Expenses	1	LS	\$0.00	\$0	PA
Parking	220	wk	\$0.00	\$0	PA
Supplies					
Project Supplies (Monthly)	28	mo	\$250.00	\$7,000	
Postage (Daily)	28	MO	\$250.00	\$7,000	
Miscellaneous					
Water (drinking water @ site trailer)	23	MO	\$0.00	\$0	PA
Cleaning (site trailer)	23	MO	\$0.00	\$0	PA
Site Vehicle	1	LS	\$0.00	\$0	PA
TOTAL ESTIMATED REIMBURSABLES					\$ 54,428

Note: 1. Items listed under **Miscellaneous** (Water, Cleaning and Site Vehicle) totaling \$20,000 has replaced the line item for "Expedition Software" not being used under this contract.

2. PA denotes previously authorized items.

Heery International

Proprietary and Confidential

SCHEDULE I

LIST OF PROPOSED SBE-M/WBE SUBCONSULTANTS

PROJECT NAME: Palm Beach County Jail Expansion Project - II PROJECT NO. 04202
 NAME OF PRIME CONSULTANT: Heery International, Inc..
 DESCRIPTION OF WORK: Program Management Services

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 3021 Jupiter Park Cir. #101 Jupiter, Florida 33458	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$ 455,168.00
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 \$	\$	\$	\$	\$ 455,168.00

Total Price \$ 3,311,688.00 Participation \$ 455,168.00 Total SBE-M/WBE% 13.74%

Note: 1. 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.
 2. 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.
 3. M/WBE information is being collected for tracking purposes only.

SCHEDULE # 2

LETTER OF INTENT TO PERFORM AS AN SBE OR MWBE SUBCONSULTANT

PROJECT NO. 04202 PROJECT NAME: PBC Jail Expansion Project - II
Heery International, Inc.

TO: _____
(Name of Prime)

The undersigned is certified by Palm Beach County as a (check one):

Small Business Enterprise _____ Black Business Enterprise _____ Hispanic Business Enterprise _____

Women Business Enterprise _____ Other (Please Specify) _____

Date of Palm Beach County Certification: _____

The undersigned is prepared to perform the following described work in connection with the above project (Specify in detail particular work items or parts thereof to be performed):

Program Management Services

Project Manager

at the following price \$ \$455,168.00

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractor, the amount of any such subcontract must be stated: \$ 0.00

The undersigned subcontractor understands that the provision of this form to prime consultant does not prevent subcontractor from providing services to other consultants.

Gaudet Associates, Inc.

(Print name of SBE-MWBE Subconsultant)

By: _____
(Signature)

Joseph Gaudet, President

(Print name/title of person executing on behalf of SBE-MWBE Subconsultant)

Date: 6/11/08