

Agenda Item: **3B-4**

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

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Meeting Date: July 21, 2009       Consent       Regular  
    Workshop       Public Hearing

**Department:**

**Submitted By:**      Clerk & Comptroller  
**Submitted For:**      Finance/Board Services

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**I. EXECUTIVE BRIEF**

**Motion and Title:**

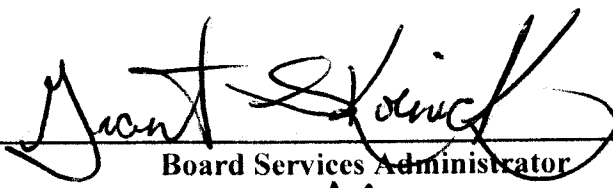
Staff recommends motion to receive and file change orders, work task orders, minor contracts, final payments and other items approved by the Contract Review Committee and by the department heads for the Engineering Department; Facilities Development and Operations; Water Utilities Department; Environmental Resources Department; and the Department of Airports during March 2009.

**Background and Justification:**

These revisions are being submitted as directed by Resolution R-96-230 for Board of County Commissioners' Administrative Code Policy 307.03, Construction Change Orders and PPM CW-F-050.

**Attachments:**

Summaries, as provided by the Office of Financial Management & Budget.

Recommended by:   
Board Services Administrator

Approved by:       \_\_\_\_\_  
Assistant County Administrator      Date

II. FISCAL IMPACT ANALYSIS

1. FIVE YEAR SUMMARY OF FISCAL IMPACT: No cash match required

Fiscal years	2008	2009	2010	2011	2012
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
No. additional FTE positions (Cumulative)	_____	_____	_____	_____	_____

Is item included in current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org. \_\_\_\_\_ Object \_\_\_\_\_

Reporting Category \_\_\_\_\_

2. RECOMMENDED SOURCES OF FUNDS/SUMMARY OF FISCAL IMPACT:

3. DEPARTMENTAL FISCAL REVIEW: \_\_\_\_\_

III. REVIEW COMMENTS

1. OFMB FISCAL AND/OR CONTRACT DEV. AND CONTROL COMMENTS:

\_\_\_\_\_  
OFMB Contract Dev. and Control

2. LEGAL SUFFICIENCY:

BOARD SERVICES (MINUTES) DIVISION

**ROUTING INFORMATION SLIP:**

DATE ROUTED: June 25, 2009

ROUTED TO: Charles Mansen/Angela Sims/Maxine Goldson

ROUTED FROM: Judith Crosbie, Board Services Phone: 3-3069

DESCRIPTION OF ITEM:

Change Orders list for March 2009 to be submitted for BCC approval 7/21/2009

(Must be submitted to the agenda coordinator 7/2/2009)

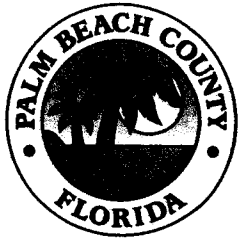
REQUESTED ACTION:

- Review and signature
- Review and information
- Other: \_\_\_\_\_

OTHER ROUTING INSTRUCTIONS:

- Return to originator
- Forward for additional processing to:  
Judith Crosbie, Board Services/Minutes
- Other: \_\_\_\_\_

*Maxine Goldson 6/30/2009*  
*Reviewed by Pre-Audit 6/30/09*  
*Charles Mansen*  
*ASims 6/30/09*



Office of  
Financial Management & Budget  
Contract Development & Control

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**Palm Beach County  
Board of County  
Commissioners**

- Jeff Koons, Chairman
- Burt Aaronson, Vice Chairman
- Karen T. Marcus
- Shelley Vana
- Mary McCarty
- Jess R. Santamaria
- Addie L. Greene

**County Administrator**

Robert Weisman



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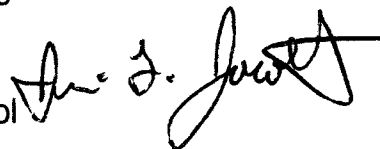
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**INTER-OFFICE COMMUNICATION  
PALM BEACH COUNTY**

2009 JUN 25 PM 01:44

DATE: June 22, 2009

TO: Honorable John F. Koons, Chairman, and Members of the Board of County Commissioners

FROM: Irwin L. Jacobowitz, Director   
Contract Development & Control

RE: Contract Activity Report for the Month of March 2009

In accordance with Countywide PPM# CW-F-050, this report is submitted to Board Members and the Clerk's Finance Department for informational purposes.

The enclosed package summarizes all items in relation to construction and design/consulting work approved by the Contract Review Committee and by the applicable Lead Departments during the month of March 2009.

If you have any questions pertaining to this report, feel free to contact me at 355-4150.

**Enclosures**

cc: Grant Skolnick, Board Services, Finance/Clerk & Comptroller  
Phyllis House, Minutes, Finance/Clerk & Comptroller  
Milen Martinez Reynolds, Contract Development & Control/OFMB  
File