

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: May 18, 2010 [] Consent [X] Regular
[] Workshop [] Public Hearing
Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff Recommends motion to: A) Approve a budget transfer of \$2,300,000 from General Fund contingency reserves;

B) Approve a budget amendment in the amount of \$2,300,000 in the Public Building Improvement Fund recognizing funds transferred from the General Fund and establishing a project budget;

C) Authorize the Director Facilities Development & Operations, to approve two separate Guaranteed Maximum Price (GMP) Amendments to Hedrick Brothers Construction, Inc each in excess of \$200,000 but in no case to exceed \$385,000 for the Property Appraiser project phase and \$1,250,000 for the Tax Collector project phase respectively in order to expedite the start of the work and in order to meet the September 7, 2010 occupancy deadline.

D) Approve the transfer of all assets purchased for use by the Property Appraiser and/or Tax Collector to the respective agency at the completion of the Project.

Summary: On April 6, 2010, the Board conceptually approved moving forward with a two phase project which will result in sufficient space for the Tax Collector to begin providing driver license services in South County when the Department of Motor Vehicles (DMV) has stated it will discontinue services from its current Delray Beach location. The first phase of the project will relocate the Property Appraiser from its current location at the South County Administrative Complex to a County owned building at 7777 W. Atlantic Ave (former West Atlantic Library) and renovate the space vacated by the Property Appraiser for an expansion to the Tax Collector facility at 501 S. Congress Ave.

Hedrick a Palm Beach County firm, performing under its annual Construction Management (CM) AT Risk contract, will undertake the construction work at both sites pursuant to two separate GMP amendments. Hedrick will bid each GMP Amendment when the design for the respective phase is complete. Staff is requesting approval for the Director Facilities Development & Operations to execute each amendment in order to expedite the commencement of work. Each Amendment will be of the standard form, contain a Small Business Enterprise (SBE) goal of 15%, and approved for legal sufficiency. Due to the funding mechanism, it is necessary for the County to procure all assets necessary to build-out the space for the Property Appraiser and Tax Collector's use but those same assets need to be transferred to the respective agency for on-going tracking, maintenance and replacement. (FDO Admin) Countywide/District(s) 4, 5 and 7 (JM)

Background and Policy Issues: On April 6, 2010, the Board approved a three part approach to providing facilities to support the Tax Collector's assumption of express driver license services in South County. The approach employs a two phase project re-using two different County facilities allowing the County to take advantage of existing communications infrastructure and an expedited start to the improvements; while furthering the established facilities strategic plan.

Continued on Page 3

- Attachments:
- 1. Budget Transfer from General Fund Contingency
 - 2. Budget Amendment in Fund 3804

Recommended by: Amy Wolf Department Director Date 5/4/10

Approved by: [Signature] County Administrator Date 5/12/10

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2010	2011	2012	2013	2014
Capital Expenditures	<u>\$ 2,300,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$ 2,300,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Is Item Included in Current Budget? Yes No

Budget Account No: Fund Dept. Unit Object

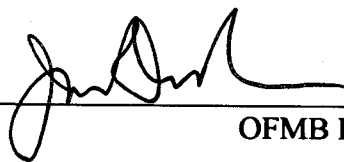
B. Recommended Sources of Funds/Summary of Fiscal Impact: The fiscal impact to this item will result in the expenditure of \$2,300,000. The funding source for this project is the General Fund Reserves.)

Of the total amount, up to \$233,000 in assets will be transferred to the Tax Collector and Property Appraiser collectively.

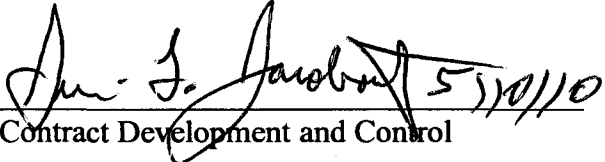
C. Departmental Fiscal Review _____

III. REVIEW COMMENTS:

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

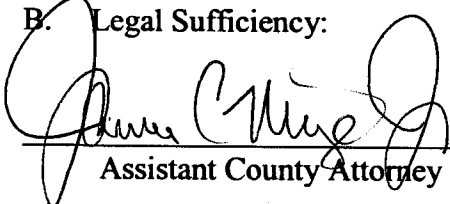


 OFMB Budget 5/5/10



 Contract Development and Control 5/10/10

B. Legal Sufficiency:



 Assistant County Attorney 5/12/10

C. Other Department Review:

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

Background and Policy Issues (Cont'd):

1. The Library Department will consolidate its Library Expansion Program Staging Facility into the original structure of the former West Atlantic Library. This will also involve relocation of some equipment and materials to several other Facilities and Library controlled locations throughout the County. The expansion portion of the former library structure will then be vacant and ready to accept another use.
2. The County will relocate the Property Appraiser from the building it currently shares with the Tax Collector to a temporary off-site location to the former West Atlantic Library. The off-site location will be temporary until such time that the South County Government Center Redevelopment Project moves forward and the Property Appraiser is relocated back to the Government Center.

Minimal base building renovations are required and renovations to the expansion structure of the former library are limited to those that are necessary for the Property Appraiser's occupancy. The improvements being made on behalf of the Property Appraiser are consistent with that which would be required for PBSO's use in the future. When funding for the renovation of the original structure becomes available for PBSO's use and if the Property Appraiser has not relocated back to the Government Center by that time, the Property Appraiser's continued use will not interfere with PBSO's occupancy.

3. The County will renovate the space formerly occupied by the Property Appraiser for use by the Tax Collector. At completion, the Tax Collector will occupy the entire building and have expanded parking to the East.

Implementing a very expedited schedule, the opening date of the expanded Tax Collector facility would be September 7, 2010. The biggest variables to the schedule continue to be; 1) final definition of scope of improvements necessary for the Tax Collector expansion and the related complexity in permitting resulting from that scope and 2) permitting durations.

10-0720

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

FUND 0001 -General Fund

BGEX -410-050310-1263

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 5/3/10	REMAINING BALANCE
<u>Contingency</u>								
820 9900	9901 - Resrve Contingency	20,000,000	18,918,879		2,300,000	16,618,879		16,618,879
<u>Transfer</u>								
820 9100	9204 Transfer to Fund 3804	0	394,750	2,300,000		2,694,750		2,694,750
	Total			<u>2,300,000</u>	<u>2,300,000</u>			

Facilities Development & Operations
INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

Signatures _____ Date _____
Arny Wolf 5/4/10
[Signature] 5-7-10

By Board of County Commissioners
At Meeting of 5/18/2010

Deputy Clerk to the
Board of County Commissioners

OK 5/5/10

10-0721

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT**

PUBLIC BUILDING IMP FUND

3804

BGEX-410-050310-1262

BGRV-410-050310-331

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 5/3/2010	REMAINING BALANCE
<u>REVENUES</u>								
411 B516	8000 Transfer from General Fund	0	0	2,300,000		2,300,000	0	
	Total Receipts and Balances	84,877,226	91,710,742	2,300,000	0	94,010,742		
<u>EXPENDITURES</u>								
Various Const/State								
411 B516	4907 - Building Imp Non-Capital			2,300,000		2,300,000	0	
	Total Appropriations & Expenditure	84,877,226	91,710,742	2,300,000	0	94,010,742		

INITIATING DEPARTMENT/DIVISION
Facilities Development & Operations
Administration/Budget Department Approval
OFMB Department - Posted

Signatures

Date

Angie Wolf 5/4/10
[Signature] 5-7-10

By Board of County Commissioners
At Meeting of 5/18/2010

Deputy Clerk to the
Board of County Commissioners

9/5/10