

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

Meeting Date: December 3, 2013       Consent       Regular  
 Workshop       Public Hearing  
Submitted By: Department of Airports

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file: A Florida Department of Transportation (FDOT) Public Records Form modifying the language of the Joint Participation Agreements (JPA) with the FDOT for projects at Palm Beach International Airport (PBIA), North Palm Beach County General Aviation Airport (F45), Palm Beach County Park Airport (Lantana) and Palm Beach County Glades Airport (Pahokee), required to bring the JPAs into compliance with state law.

**Summary:** Delegation of authority for execution of the above Public Records Form with the FDOT was approved by the Board on September 23, 2008 (Agenda Item No. 3F3 – Part B). HB 1309, which became law July 1, 2013 requires contractors to comply with public records requests when contracting with public agencies and requires the language found on the Public Records Form be added to all professional services contracts in which the contractor is working on behalf of the County.  
**Countywide (AH)**

**Background and Justification:** HB 1309 requires contractors to comply with public records requests when contracting with and acting on behalf of public agencies, which as defined, includes counties. The Public Records Form has been added to all current PBIA, F45, Lantana and Pahokee JPAs to bring them into compliance with state law.

**Attachments:**

1. FDOT Public Records Form w/attachments 1-4 (1 original)

Recommended By:       11/5/13  
Department Head      Date

Approved By:       11/5/13  
County Administrator      Date

**FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>* See below</u>	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes \_\_\_ No \_\_\_

Budget Account No: Fund \_\_\_ Department \_\_\_ Unit \_\_\_ Object \_\_\_  
Reporting Category \_\_\_\_\_

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

\* There is no Fiscal Impact for this item.

C. Departmental Fiscal Review: CM Sumner

**III. REVIEW COMMENTS**

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

Susan Neary 11/7/13  
OFMB 11/7 11/7 11/7

Dr. J. Jacobson 11/15/13  
Contract Dev. and Control

**B. Legal Sufficiency:**

Anne Delgant 11-18-13  
Assistant County Attorney

**C. Other Department Review:**

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

Contract No: See attached list for each Airport

Financial Project No(s): See attached list for each Airport

Project Description: See attached list for each Airport

**Palm Beach International Airport (PBI) (Attachment No. 1)**

**North Palm Beach County General Aviation Airport (F45) (Attachment No. 2)**

**Palm Beach County Park Airport (Lantana) (Attachment No. 3)**

**Palm Beach County Glades Airport (Pahokee) (Attachment No. 4)**

Vendor/Consultant acknowledges and agrees to the following:

The Vendor shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Vendor in conjunction with this Agreement. Specifically, if the Vendor is acting on behalf of a public agency the Vendor shall:

(1) Keep and maintain public records that ordinarily and necessarily would be required by the Department in order to perform the services being performed by the Vendor.

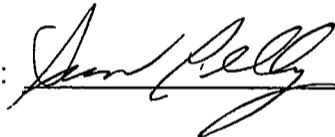
(2) Provide the public with access to public records on the same terms and conditions that the Department would provide the records and at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.

(3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

(4) Meet all requirements for retaining public records and transfer, at no cost, to the Department all public records in possession of the Vendor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the Department in a format that is compatible with the information technology systems of the Department.

Failure by the Vendor to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department. The Vendor shall promptly provide the Department with a copy of any request to inspect or copy public records in possession of the Vendor and shall promptly provide the Department a copy of the Vendor's response to each such request.

Authorized Signature: \_\_\_\_\_



Date: \_\_\_\_\_

11/5/13

Print: Bruce V. Pelly

Title: Director of Airports

Company/Firm: Palm Beach County Board of County Commissioners / Department of Airports

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY.

  
\_\_\_\_\_  
COUNTY ATTORNEY

**Attachment No. 1****Palm Beach International Airport (PBIA)**

<b>Project No.</b>	<b>Contract No.</b>	<b>Project Description</b>	<b>Board Approval Date</b>	<b>Resolution No.</b>
416296-1-94-01	APA55	General Aviation (GA) Security Improvements	September 23, 2008	R-2008-1637
418178-1-94-01	AR121	Construct Apron, Taxilanes/Taxiways and Infrastructure Golfview	May 21, 2013	R-2013-0608
420340-1-94-01	AOY72	Extend Runway 9R-27L (10R-28L) Environmental & Design and Golfview Infrastructure Planning & Design	October 16, 2007	R-2007-1791
420373-1-94-01	AOY73	Extension of Taxiway "L" (Lima)	October 16, 2007	R-2007-1794
420374-1-94-01	AQE59	Baggage System Improvements & Expansion (Phase 1)	August 16, 2011	R-2011-1153
427902-1-94-01	AQR73	Golfview Apron, Taxilanes/Taxiways and Infrastructure	September 11, 2012	R-2012-1245
427911-1-94-01	APZ40	Security Enhancements/Improvements	June 29, 2010	R-2010-1013 & 1014
427913-1-94-01	APZ41	Parking Garage Rehabilitation & Repair	June 29, 2010	R-2010-1005 & 1006
427914-1-94-01	APZ43	Air Cargo Apron Expansion (Phase 2) & Apron Rehab	June 29, 2010	R-2010-1011 & 1012
429348-1-94-01	AQ797	Concourse C Security Exit and Door Improvements	March 15, 2011	R-2011-0367
429704-1-94-01	AQE60	Airport Strategic Business Development Plan (Phase 2)	August 16, 2011	R-2011-1154
429705-1-94-01	AQE61	Miscellaneous Taxiway Rehab & Repair	August 16, 2011	R-2011-1156
429706-1-94-01	AQE55	Concourse B Terminal Ramp and Taxilane (Westside)	August 16, 2011	R-2011-1155

**Attachment No. 2**

**North Palm Beach County General Aviation Airport (F45)**

<b>Project No.</b>	<b>Contract No.</b>	<b>Project Description</b>	<b>Board Approval Date</b>	<b>Resolution No.</b>
416294-1-94-01	APA54	Construct Apron and Taxilanes & Miscellaneous GA Security	September 23, 2008	R-2008-1636
422466-1-94-01	AQE58	Construct Hangars	August 16, 2011	R-2011-1157
427133-1-94-01	APQ19	Wetland Wildlife Hazard Mitigation	October 6, 2009	R-2009-1716
427903-1-94-01	APZ44	Taxiway M Rehab	June 29, 2010	R-2010-1009 & 1010
427912-1-94-01	APZ42	Construct Apron, Taxilanes & Infrastructure	June 29, 2010	R-2010-1003 & 1004
430960-1-94-01	AQR75	Wetland Mitigation	September 11, 2012	R-2012-1242

**Attachment No. 3**

**Palm Beach County Park Airport (Lantana)**

<b>Project No.</b>	<b>Contract No.</b>	<b>Project Description</b>	<b>Board Approval Date</b>	<b>Resolution No.</b>
422467-1-94-01	AQE56	Southside Pavement Rehabilitation & Infrastructure Improvements - Phase 2	August 16, 2011	R-2011-1158
423961-1-94-01	AQR74	Rehab Itinerant Apron	September 11, 2012	R-2012-1243
427121-1-94-01	APQ03	Miscellaneous Airfield Pavement Rehabilitation/Repair	October 6, 2009	R-2009-1642
427915-1-94-01	APZ45	Southside Hangar Development & Infrastructure Improvements	June 29, 2010	R-2010-1001 & 1002
430944-1-94-01	AQR72	Rehab Runway 3/21 & Runway 9/27 Intersection and Misc. Airfield Pavement Repairs	September 11, 2012	R-2012-1244

**Attachment No. 4**

**Palm Beach County Glades Airport (Pahokee)**

<b>Project No.</b>	<b>Contract No.</b>	<b>Project Description</b>	<b>Board Approval Date</b>	<b>Resolution No.</b>
422481-1-94-01	AQE57	Terminal Apron Rehab & Taxilane Construction	August 16, 2011	R-2011-1159
431039-1-94-01	AR381	Airfield Lighting Improvements	June 18, 2013	R-2013-0751 & 0752