

Agenda Item #:

3H-7

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

Meeting Date: May 20, 2014

☒ [X] Consent
☐ [] Workshop

☐ [] Regular
☐ [] Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Contract with Tercilla Courtemanche Architects, Inc. in the amount of \$538,258 for professional architectural and engineering design services for the Airport Center Building 2 Renovations project.

Summary: This project involves design of renovations to Airport Center Building 2 to accommodate the offices of the Tourist Development Council (TDC) and related agencies as well as several divisions of the Sheriff's Administrative Services including Central Records, Human Resources, Risk Management and Graphics. The costs for this contract have been allocated on a pro rata share of square footage to be utilized. The construction budget is \$11,000,000. The source of funding for this project is bed tax for TDC and ad valorem for Palm Beach County Sheriff's Office. The Small Business Enterprise (SBE) participation for this contract is 100%. Tercilla Courtemanche Architects, Inc., is a PBC firm. **(Capital Improvements Division) District 2** (JM)

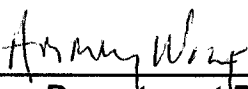
Background and Justification: Selection for architectural services for the Airport Center Building 2 Renovations project was performed under Board adopted procedures pursuant to the Consultant Competitive Negotiations Act (CCNA) and Florida Statute 287.055. On January 29, 2014, Tercilla Courtemanche Architects, Inc. was selected for these services. This contract only includes design services. Construction administration services will be brought to the Board for approval at a later date.

Attachments:

1. Location Map
2. Budget Availability Statement
3. Contract
4. Disclosure of Ownership Interests

Recommended by:





Department Director

5/5/14

Date

Approved by:



County Administrator

5/9/14

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	<u>\$578,358</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u></u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u></u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u></u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match (County)	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
NET FISCAL IMPACT	<u>\$578,258</u>	<u></u>	<u></u>	<u></u>	<u></u>
# ADDITIONAL FTE					
POSITIONS (Cumulative)	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>

Is Item Included in Current Budget? Yes X No

Budget Account No: Fund 3804 Dept 411 Unit B558 Object 4907
Reporting Category _____

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

The source of funding for this project is bed tax for TDC and ad valorem for Palm Beach County Sheriff's Office.

Professional Services	\$538,258
Staff Costs	<u>\$ 40,000</u>
Total	\$578,258

C. Departmental Review: _____

III. REVIEW COMMENTS:

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

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

[Signature] 4/30/2014
OFMB *[Signature]* 4/30/14
5-6-14 B. Wheeler

B. Legal Sufficiency:

 5/6/14
Assistant County Attorney

C. Other Department Review:

Department Director

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