

Agenda Item #: 3-C-2

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: December 16, 2014 ☒ Consent ☐ Regular
☐ Workshop ☐ Public Hearing

Department:

Submitted By: Engineering & Public Works Department

Submitted For: Roadway Production Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a task order to the annual contract, R2014-0892, in the amount of \$170,155.13, with HSQ Group, Inc. (HSQ), for professional services for the S.W. 18th Street and Military Trail Intersection Improvements project (Project).

SUMMARY: Approval of this task order will provide the professional services necessary for the preparation of design plans and construction bid documents for the Project. The Small Business Enterprise (SBE) goal for the Project is 15%. HSQ has proposed 57.92% SBE participation for this Project. HSQ is a Palm Beach County company and is a certified SBE.

District 4 MRE

Background and Justification: On July 1, 2014, the Board of County Commissioners (Board) approved an annual contract, R2014-0892, with HSQ to provide professional services required for Palm Beach Countywide (County) intersection improvement projects. The County now desires HSQ to prepare design plans and construction bid documents for the Project, as detailed in Exhibit "A" of the attached task order. The fee, as detailed in Exhibit "A" of the attached task order, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$138,295.26	(Design, Drainage, Geotechnical, Plans, Utilities, Permits, Signing and Pavement Marking).
Reimbursable Expenses (Not to Exceed)...	\$ 6,822.00	(Permit Fee, Reproduction).
Optional Services (Not to Exceed).....	<u>\$ 25,037.87</u>	(Post Design, Survey, Signal Analysis and Plans).
Total:	\$170,155.13	

After reviewing the attached task order and finding it in proper order, staff recommends the Board's approval.

Attachments:

1. Location Sketch
2. Task Order with Exhibits "A", "B" and "C" and Certificates of Insurance (2)
3. Project Work Schedule

Recommended by:  10/29/14 
Division Director Date

Approved By:  11/18/14
County Engineer Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	<u>\$238,231</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>\$238,231</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

Is Item Included in Current Budget?	Yes	<input checked="" type="checkbox"/>	No
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Budget Account No:

Fund 3505 Dept 361 Unit 1454 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:

Road Impact Fee Fund - Zone 5
S. W. 18th St. and Military Trail

New Task Authorization	
Basic Services	\$ 138,295.26
Reimbursables	\$ 6,822.00
Optional Services	\$ 25,037.87
Total Task Authorization	<u>\$ 170,155.13</u>
Staff Charges	
Roadway Engineering	\$ 34,035.00
Right of Way	\$ 8,510.00
Survey	\$ 8,510.00
Traffic	\$ 17,020.00
Fiscal Impact	<u>\$ 238,230.13</u>

C. Departmental Fiscal Review:

Alic Kovalainen

III. REVIEW COMMENTS

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

Susan Neary 11/18/14
KAD ASD OFMB
11/18 11/18

Dr. J. Jacobson 12/4/14
Contract Dev. and Control
12-3-14 *EW*

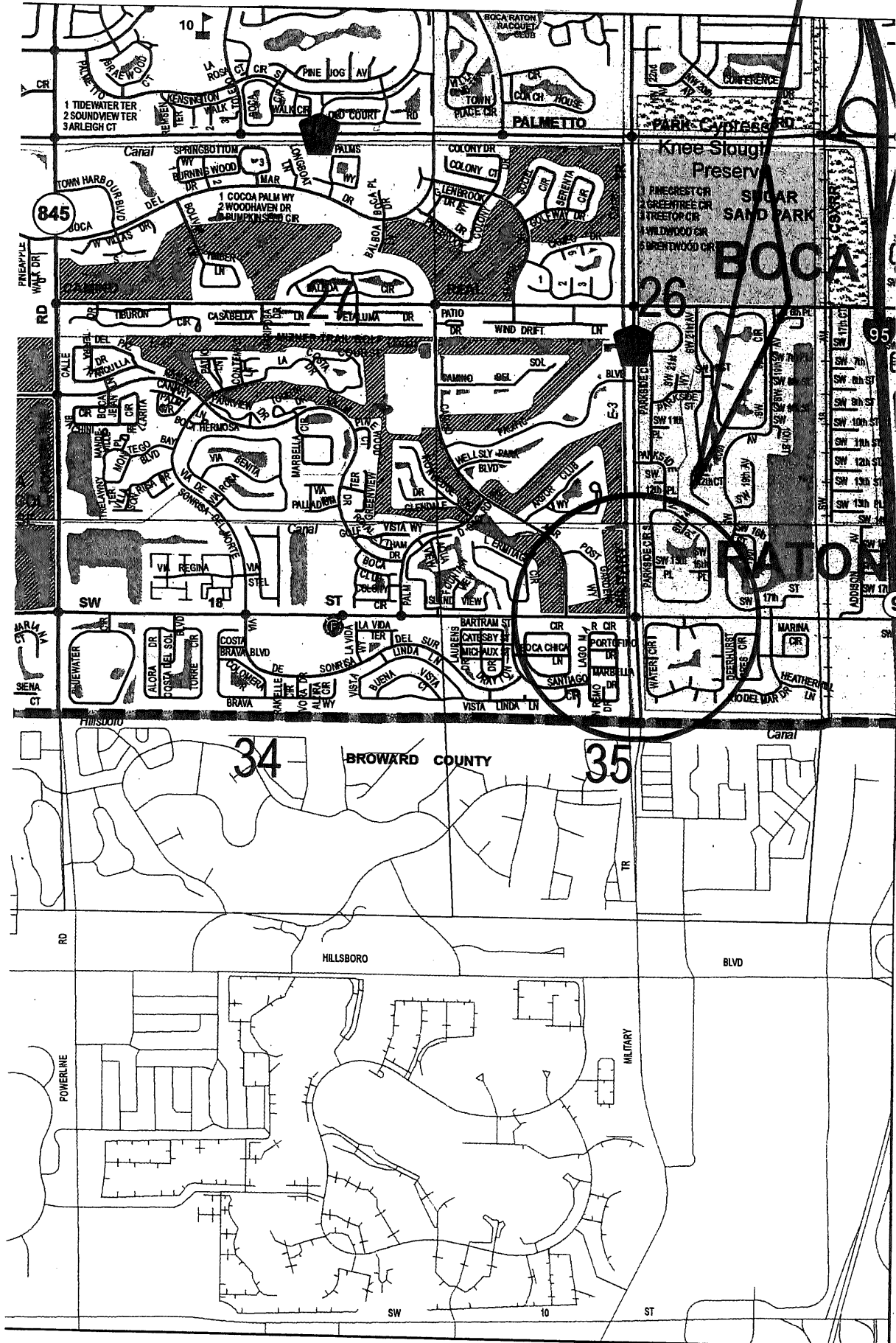
**B. Approved as to Form
and Legal Sufficiency:**

Madeline R. Galt 12/8/14
Assistant County Attorney

C. Other Department Review:

Department Director

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



LOCATION SKETCH