

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: June 2, 2015

☒ Consent ☐ Regular
☐ Workshop ☐ Public Hearing

Department:

Submitted By: Engineering & Public Works

Submitted For: Roadway Production Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) The first amendment to the intersection improvements annual contract with Arcadis U.S., Inc. (Arcadis), R2014-0891, whose original contract was dated July 1, 2014; and
- B) The first amendment to the intersection improvements annual contract with HSQ Group, Inc. (HSQ), R2014-0892, whose original contract was dated July 1, 2014.

SUMMARY: Approval of these first amendments to the intersection improvements annual contracts will extend the required professional services for one year, on a task order basis. These amendments with Arcadis and HSQ will extend the contract period from July 1, 2015 through June 30, 2016. The amendment with HSQ will also adjust the rates as allowed in the original contract. These amendments are the first renewals of two possible one year renewals contemplated in the original contracts. To date tasks in the amount of \$544,958 have been authorized for Arcadis with 30.91% SBE which exceeds their commitment of 21%. To date tasks in the amount of \$316,553 have been authorized for HSQ with 68.10% SBE which is currently less than their commitment of 80% but greater than the minimum 15% required commitment. The consultants are both Palm Beach County companies. HSQ is certified as a small business enterprise.

Countywide (MRE)

Background and Justification: In accordance with Board of County Commissioners adopted procedures pursuant to Florida Statutes 287.055 Consultants Competitive Negotiations Act, these consultants were selected to perform professional services relative to Palm Beach County (County) needs, and are presently under contract with the County, on an annual contractual basis. It is the consensus of the user departments that these consultants have, within the provisions of their contracts, provided the professional services requested by the County. Since the consultants remain in good standing and wish to continue to provide the professional services as indicated in their contracts, the County agrees to renew their contracts for one year.

These first amendments to the contracts have been reviewed with Arcadis and HSQ, and staff recommends the first renewal of the attached consultant annual contracts. This transaction will maintain the continuous process of professional services required by the County.

Attachments:

1. First Amendment Contract with Arcadis
2. First Amendment Contract with HSQ with Exhibit A

Recommended By: 

Division Director

5/19/15
Date

Approved By: 

County Engineer

5/26/15
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	\$ -0-	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	-0-	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	\$ **	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes No

Budget Acct No.: Fund__ Dept.__ Unit__ Object
Program

Recommended Sources of Funds/Summary of Fiscal Impact:

** Fiscal impact is indeterminable at this time. The agenda item extends the expiration date for these contracts. The professional services are authorized on a task order basis. Funding will be established by project as necessary.

C. Departmental Fiscal Review: Aluikovaalaunen

III. REVIEW COMMENTS

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

Sherry Br
BIO PBD OFMB
5/11 5/11

A. S. Jacobson 5/20/15
Contract Dev. and Control
5-20-15 Wheeler

B. Approved as to Form
and Legal Sufficiency:

Morgan R. [Signature]
Assistant County Attorney

C. Other Department Review:

Department Director

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

**FIRST AMENDMENT TO THE ANNUAL INTERSECTION IMPROVEMENTS
CONTRACT NO. R2014-0891
DATED JULY 1, 2014, BY AND BETWEEN
ARCADIS U.S., INC.,
AND PALM BEACH COUNTY**

THIS FIRST AMENDMENT to the Annual Intersection Improvements Contract dated July 1, 2014, (R2014-0891), hereinafter "CONTRACT" by and between Arcadis U.S., Inc., hereinafter "CONSULTANT" and the Board of County Commissioners of Palm Beach County, a political subdivision of the state of Florida, hereinafter, "COUNTY".

W I T N E S S E T H

WHEREAS, on July 1, 2014, the CONSULTANT and COUNTY entered into a twelve month Annual Intersection Improvements Contract for engineering services and other related tasks throughout Palm Beach County; and

WHEREAS, the CONTRACT provides that the contract may be extended, at the COUNTY's option for a defined period of time, not to exceed thirty-six months total contract time, upon approval of the Board of County Commissioners; and

WHEREAS, this is the first of the two allowable one (1) year term CONTRACT extensions per section 4.1; and

WHEREAS, by this amendment, the CONSULTANT and the COUNTY mutually agree to amend the CONTRACT terms to extend the expiration date of the CONTRACT from June 30, 2015 to June 30, 2016, with all original terms, conditions and unit prices adhered to.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements herein contained, the parties agree as follows:

1. The above recitations are true and correct and incorporated herein.
2. The CONTRACT, dated July 1, 2014, between the CONSULTANT and the COUNTY is hereby amended to extend the expiration date of the CONTRACT from June 30, 2015 to June 30, 2016.
3. It is the intent of the parties hereto that this Amendment shall not become binding until the date executed by the COUNTY.
4. All other provisions of the Annual Intersection Improvements Contract dated July 1, 2014, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed and sealed this _____ day of _____, 2015.

ATTEST:
SHARON R. BOCK
Clerk and Comptroller

PALM BEACH COUNTY, a Political
Subdivision of the State of Florida
Board of County Commissioners

By: _____
Deputy Clerk

By: _____
Shelley Vana, Mayor

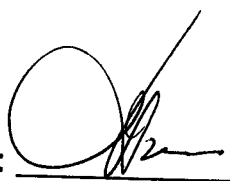
APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

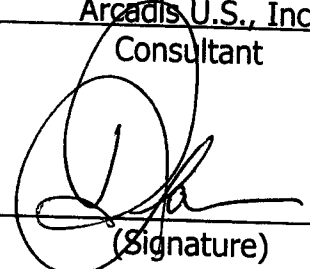
APPROVED AS TO TERMS
AND CONDITIONS

By: _____
County Attorney

By: 
Engineering

ATTEST:

By: 
Secretary or Asst. Secretary

Arcadis U.S., Inc.
Consultant
By: 
(Signature)



Robert Lawson, P.E., Vice President
(Print Name and Title)

**FIRST AMENDMENT TO THE ANNUAL INTERSECTION IMPROVEMENTS
CONTRACT NO. R2014-0892
DATED JULY 1, 2014, BY AND BETWEEN
HSQ GROUP, INC. AND PALM BEACH COUNTY**

THIS FIRST AMENDMENT to the Annual Intersection Improvements Contract dated July 1, 2014, (R2014-0892), hereinafter "CONTRACT" by and between HSQ Group, Inc., hereinafter "CONSULTANT" and the Board of County Commissioners of Palm Beach County, a political subdivision of the state of Florida, hereinafter, "COUNTY".

W I T N E S S E T H

WHEREAS, on July 1, 2014, the CONSULTANT and COUNTY entered into a twelve month Annual Intersection Improvements Contract for engineering services and other related tasks throughout Palm Beach County; and

WHEREAS, the CONTRACT provides that the contract may be extended, at the COUNTY's option for a defined period of time, not to exceed thirty-six months total contract time, upon approval of the Board of County Commissioners; and

WHEREAS, this is the first of the two allowable one (1) year term CONTRACT extensions per section 4.1; and

WHEREAS, by this amendment, the CONSULTANT and the COUNTY mutually agree to amend the CONTRACT terms to extend the expiration date of the CONTRACT from June 30, 2015 to June 30, 2016, with all original terms, conditions and unit prices adhered to; and

WHEREAS, the original CONTRACT provides in section 5.3.2 that the rates may be adjusted by negotiation; and

WHEREAS, by this amendment, the CONSULTANT and the COUNTY mutually agree to amend the CONTRACT terms to modify the Fee Schedule of the CONTRACT from Exhibit B in the Original Contract to the revised Fee Schedule provided by HSQ Group, Inc. dated March 27, 2015, and attached hereto as Exhibit A.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements herein contained, the parties agree as follows:

1. The above recitations are true and correct and incorporated herein.
2. The CONTRACT, dated July 1, 2014, between the CONSULTANT and the COUNTY is hereby amended to extend the expiration date of the CONTRACT from June 30, 2015 to June 30, 2016.

3. The Fee Schedule shown as Exhibit B in the Original Contract is hereby modified as shown in the revised Fee Schedule provided by HSQ Group, Inc. dated March 27, 2015, and attached hereto as Exhibit A.
4. It is the intent of the parties hereto that this Amendment shall not become binding until the date executed by the COUNTY.
5. Except as provided herein, all other provisions of the Annual Intersection Improvements Contract dated July 1, 2014, hereby confirmed shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed and sealed this _____ day of _____, 2015.

ATTEST:
SHARON R. BOCK
Clerk and Comptroller

PALM BEACH COUNTY, a Political
Subdivision of the State of Florida
Board of County Commissioners

By: _____
Deputy Clerk

By: _____
Shelley Vana, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: _____
County Attorney

By: *Orlando A. Fernandez*
Engineering

ATTEST:

HSQ Group, Inc.
Consultant

By: *Donna C. [Signature]*
Secretary or Asst. Secretary

By: *[Signature]*
(Signature)

(Seal)

Nour Shehadeh, P.E., Vice President
(Print Name and Title)

Exhibit A



HSQ GROUP, INC.
Engineers • Planners • Surveyors

February 5, 2015
Revised 3/11/2015
Revised 3/27/2015

Ms. JaeAnn Dean, Technical Assistant I
Roadway Production Division / CCNA Section
2300 N. Jog Road, Suite 3W-33
West Palm Beach, FL 33411-2745

Rates OK
**K*

Re: **Intersection Improvements Annual Services.**
(New Rate Schedule and existing multiplier)

Dear Alan:

The following is a list of new pay rates for HSQ Group, Inc. concerning the above referenced project. Please note that we do not use the same categories the County uses, however, the following rates match the County's categories as close as possible.

Fee Schedule effective dates from July 1, 2015 to June 30, 2016

• Designer (5+ years of experience, non-registered, non-degreed)	\$26.44 /hour
• Engineer Intern (entry level with engineering degree)	\$30.00 /hour
• Project Manager (PE w/5+ years of post-registration)	\$48.07 /hour
• Senior Engineer (PE w/10+ years of post-registration experience)	\$55.00 /hour

The existing current multiplier is 2.819, according to the documents we received from your office, the current multiplier must remain as is.

Should you have any questions please do not hesitate to call me. We look forward to working with you on this project.

Sincerely,
HSQ Group, Inc.

A handwritten signature in black ink, appearing to read 'Nour Shehadeh', with a stylized flourish at the end.

Nour Shehadeh, P.E.
Vice President