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in the Minutes Department.

Agenda Item No.: 3-C-4

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

Meeting Date:	March 22, 2016	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
		<input type="checkbox"/>	Workshop	<input type="checkbox"/>	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) a contract with Civil Design, Inc. (CDI), to provide the necessary professional services for civil engineering on a task order basis, for Palm Beach County-wide (County) projects, as required;
- B) a contract with Michael B. Schorah & Associates, Inc. (MBS), to provide the necessary professional services for civil engineering on a task order basis, for County projects, as required; and
- C) a contract with Mock, Roos & Associates, Inc. (MRA), to provide the necessary professional services for civil engineering on a task order basis, for County projects, as required.

SUMMARY: Approval of these contracts will provide the necessary professional services for civil engineering throughout the County for all user departments. At the option of the County, these contracts may be renewed annually for a period of one year, with a maximum of two renewals. CDI, MBS and MRA are Palm Beach County companies and are all certified Small Business Enterprises.

Countywide (MRE)

Background and Justification: On December 9, 2015, the Consultant's Competitive Negotiations Act Selection Committee selected CDI, MBS and MRA and, in accordance with PPM No. CW-O-048, the Board of County Commissioners (Board) was notified of the selection on December 10, 2015. The County now desires CDI, MBS and MRA to provide the necessary professional services on a task order basis. The Small Business Enterprise (SBE) goal for the contracts is 15%. The SBE participation committed for this contract by CDI is 95%, for MBS it is 94%, and for MRA it is 100%.

After reviewing the attached contracts and finding them in proper order, staff recommends the Board's approval. Approval of these contracts will allow the continuous process of professional services required by the County.

Attachments:

- 1. Contract with CDI includes Exhibits "A", "B", "C" and "D" and Certificate of Insurance (2)
- 2. Contract with MBS includes Exhibits "A", "B", "C" and "D" and Certificate of Insurance (2)
- 3. Contract with MRA includes Exhibits "A", "B", "C" and "D" and Certificate of Insurance (2)

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Recommended by: *Ornelis A. Fernandez* 2/11/16
 Division Director Date

Approved By: *P. J. Williams* 2/26/16
 County Engineer Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Table with 6 columns: Fiscal Years, 2016, 2017, 2018, 2019, 2020. Rows include Capital Expenditures, Operating Costs, External Revenues, Program Income (County), In-Kind Match (County), NET FISCAL IMPACT, # 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. These firms are authorized to provide services on a task order basis. Funding will be established by project as necessary.

C. Departmental Fiscal Review: [Signature: Alice Kovalainen]

III. REVIEW COMMENTS

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

[Signature: John W. L. 2/29/16] OFMB [Date: 2/29]

[Signature: Jim S. Jacobson 3/2/16] Contract Dev. and Control

B. Approved as to Form and Legal Sufficiency:

[Signature: Mark R. ... 3/2/16] Assistant County Attorney

C. Other Department Review:

[Signature:] Department Director

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