

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

**Meeting Date:** June 21, 2016       Consent       Regular  
    Ordinance       Public Hearing

**Department:** Facilities Development & Operations

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: Amendment No. 1 to the Contracts for property development evaluation assistance on a continuing contract basis.

- A) Cotleur & Hearing, Inc., (R2014-0920); and
- B) Urban Design Studio, LLC d/b/a/ Urban Design Kilday Studios (R2014-0921)

**Summary:** Amendments No. 1 extend the term of these contracts for professional consulting services for property development evaluation assistance for one (1) year. The Board approved annual contracts on July 1, 2014, and the original Contracts provided for an initial two (2) year term with two (2) - one (1) year renewal options. Amendments No. 1 will provide services during the first renewal period. The Small Business Enterprise (SBE) commitment for these contracts is 98% participation for Urban Design Kilday Studios and 95% participation for Cotleur & Hearing, Inc. Cotleur & Hearing, Inc. has been authorized \$73,190 in task work orders, and Urban Design Kilday Studios has \$277,927 in task work orders, both with 100% SBE participation. These two firms are Palm Beach County SBEs. **(Capital Improvements Division) Countywide (LDC)**

**Background and Justification:** In accordance with Board adopted procedures pursuant to Florida Statute 287.055 (Consultants Competitive Negotiation Act), two firms were selected to perform professional consulting services on a continuing contract basis. Work is authorized through individual task work orders when required during the term of this contract. The initial contract term is for two years and the original Board action allowed for two (2) additional one (1) year renewals. Amendments No. 1 will provide services during the first renewal period. It is the consensus of Facilities Development & Operations that these firms have successfully provided the professional services required by the County in a timely manner. They are in good standing and wish to continue to provide professional services. Amendments No. 1 will maintain the continuous professional services required by the County.

**Attachments:**

- 1. Cotleur & Hearing, Inc. Amendment No. 1
- 2. Urban Design Kilday Studios Amendment No. 1

**Recommended by:** Jac Anthony Wolf      6/8/16  
Department Director      Date

**Approved by:** JCBaker      6/10/16  
County Administrator      Date

**II. FISCAL IMPACT ANALYSIS**

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

| Fiscal Year                             | 2016  | 2017 | 2018 | 2019 | 2020 |
|---|-------|------|------|------|------|
| 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    |
| <b>NET FISCAL IMPACT</b>                | * \$0 | 0    | 0    | 0    | 0    |
| # Additional FTE Positions (Cumulative) | 0     | 0    | 0    | 0    | 0    |

Is Item Included in Current Budget? Yes X No    

Budget Account No:

Reporting Category \_\_\_\_\_

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

\* Fiscal impact cannot be determined at this time. Individual Task Assignments requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.

**C. Departmental Fiscal Review:** \_\_\_\_\_

*5-26-16*

**III. REVIEW COMMENTS**

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

*[Signature]*  
 \_\_\_\_\_  
 OFMB 2/5/16 6/1

*[Signature]*  
 \_\_\_\_\_  
 Contract Dev. and Control  
 6/2/16

**B. Legal Sufficiency:**

*[Signature]*  
 \_\_\_\_\_  
 Assistant County Attorney  
 6/10/16

**C. Other Department Review:**

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

**AMENDMENT TO CONTRACT FOR  
Planning & Property Development Assistance**

This Amendment No. 1 dated \_\_\_\_\_ to the Contract (R-2014-0920) dated July 1, 2014, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY and Cotleur & Hearing Landscape Architecture, LLC d/b/a Cotleur & Hearing, a corporation authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT.

**W I T N E S S E T H**

**WHEREAS**, the parties have entered into a Contract under which the CONSULTANT provided certain professional services to the COUNTY for various projects in accordance with Consultants Competitive Negotiations Act (CCNA) FS 287.055; and

**WHEREAS**, the parties hereto desire to amend the Contract to extend it for an additional one (1) year period.

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration, the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

1. The term of this Contract as set forth in Section 4, Article 4.1 is renewed for one (1) additional year to June 30, 2017.
2. Except as specifically modified above, the terms and conditions of the Contract are hereby confirmed and remain in full force and effect.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Amendment on behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

**ATTEST:**  
**SHARON R. BOCK, Clerk & Comptroller**

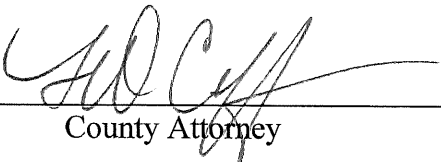
**PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS**

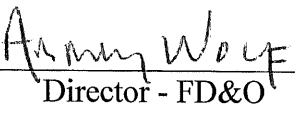
By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Mary Lou Berger, Mayor


**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

**APPROVED AS TO TERMS AND CONDITIONS**

By:  \_\_\_\_\_  
County Attorney

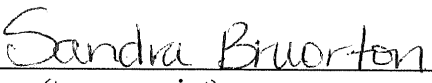
By:  \_\_\_\_\_  
Director - FD&O

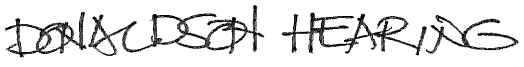
**WITNESS: FOR CONSULTANT SIGNATURE**

 \_\_\_\_\_  
Signature

**CONSULTANT:**

 \_\_\_\_\_  
Signature

 \_\_\_\_\_  
Name (type or print)

 \_\_\_\_\_  
Name (type or print)

 \_\_\_\_\_  
Title

(Corporate Seal)

**AMENDMENT TO CONTRACT FOR  
Planning & Property Development Assistance**

This Amendment No. 1 dated \_\_\_\_\_ to the Contract (R-2014-0921) dated July 1, 2014, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY and Urban Design Studio, LLC dba Urban Design Kilday Studios, a company authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT.

W I T N E S S E T H

**WHEREAS**, the parties have entered into a Contract under which the CONSULTANT provided certain professional services to the COUNTY for various projects in accordance with Consultants Competitive Negotiations Act (CCNA) FS 287.055; and

**WHEREAS**, the parties hereto desire to amend the Contract to extend it for an additional one (1) year period.

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration, the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

1. The term of this Contract as set forth in Section 4, Article 4.1 is renewed for one (1) additional year to June 30, 2017.
2. Except as specifically modified above, the terms and conditions of the Contract are hereby confirmed and remain in full force and effect.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Amendment on behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

**ATTEST:**  
**SHARON R. BOCK, Clerk & Comptroller**

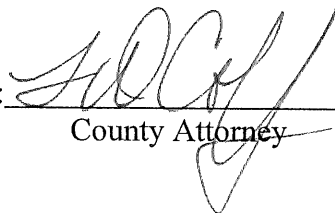
**PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS**

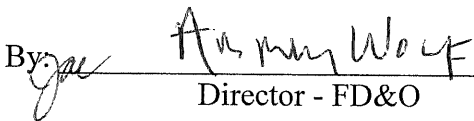
By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Mary Lou Berger, Mayor

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

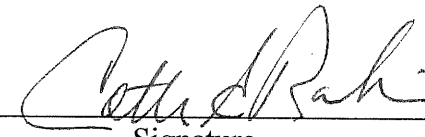
**APPROVED AS TO TERMS AND CONDITIONS**

By:  \_\_\_\_\_  
County Attorney


By:  \_\_\_\_\_  
Director - FD&O

**WITNESS FOR CONSULTANT**

**CONSULTANT:** Urban Design Studio, LLC dba Urban Design Kilday Studios

 \_\_\_\_\_  
Signature

 \_\_\_\_\_  
Signature

 \_\_\_\_\_  
Name (type or print)

Kenneth G. Tuma \_\_\_\_\_  
Name (type or print)

Managing Principal \_\_\_\_\_  
Title

(Corporate Seal)