

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

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<b>Meeting Date:</b>	September 27, 2016	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
<b>Department</b>		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing

**Submitted By:** Environmental Resources Management  
**Submitted For:** Environmental Resources Management

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:**

- A) a Contract for Professional Consultant Services with Applied Technology & Management, Inc. (ATM) providing professional coastal and marine engineering services, effective for two years from execution through September 26, 2018; and
- B) a Contract for Professional Consultant Services with Olsen Associates, Inc. (OAI) providing professional coastal and marine engineering consultant services, effective for two years from execution through September 26, 2018.

**Summary:** ATM, a Palm Beach County company, and OAI, a Jacksonville, Florida company, will provide professional coastal and marine engineering services on a task order basis for various projects within the Department of Environmental Resources Management and other county departments. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance (R2002-0064) is 15% overall. ATM agreed to 15% SBE participation and 10% M/WBE participation. OAI agreed to 10% SBE participation and 32% M/WBE participation. The Contracts contain an option to renew for one (1) additional year. Countywide (AH)

**Background and Justification:** On June 24, 2016, ATM and OAI were selected to perform the necessary professional services in accordance with the Board-adopted procedures pursuant to Section 287.055, Florida Statutes Consultants' Competitive Negotiation Act (CCNA). Projects that require ATM's and OAI's professional consultant services are budgeted in various capital project accounts and will be authorized on a task order basis.

- Attachments:**
- 1. ATM Contract
  - 2. OAI Contract

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<b>Recommended by:</b>	<u><i>Robb Robinson</i></u>	<u>9/17/16</u>
	Department Director	Date
<b>Approved by:</b>	<u><i>[Signature]</i></u>	<u>9-23-16</u>
	Deputy County Administrator	Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_

Program \_\_\_\_\_

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

Fiscal impact cannot be determined at this time.  
 Work under each Contract is authorized on a task order basis. Budget is available in various capital project accounts or a budget transfer will be requested prior to or concurrent with task orders being authorized.

**C. Department Fiscal Review:**

*S. Neary*

**III. REVIEW COMMENTS**

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

*Lisa Power 9/15/16*  
 OFMB 9/13/13 9/14/14

*Ann S. Schubert 9/22/16*  
 Contract Development and Control 9/22/16

**B. Legal Sufficiency:**

*Anne Delaney 9/22/16*  
 Assistant County Attorney

**C. Other Department Review:**

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 Department Director