

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	November 22, 2016	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Department:	Engineering & Public Works Department		
Submitted By:	Roadway Production Division		
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 \$135,136.71, with HSQ Group, Inc. (HSQ), for professional services for the Palm Beach Lakes Boulevard and North Robbins Drive intersection improvements (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. Improvements will include addition of a northeast bound through lane on Palm Beach Lakes Boulevard south of North Robbins Drive, and signal modifications at the intersection to accommodate the new lane configuration. The Small Business Enterprise (SBE) goal for the Project is 15%. HSQ committed to 80% SBE participation over the life of the annual contract and has achieved 88.03% to date. They propose 82.39% SBE participation for this Project. HSQ is a Palm Beach County based company and an SBE company.

District 7 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 County (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)	\$115,976.43	(Master Plan, Roadway Analysis and Plans, Drainage Analysis and Plans, Utilities Coordination, Permitting, Survey, Signing and Pavement Marking, Signalization).
Reimbursable Expenses (Not to Exceed)	\$ 10,455.00	(Geotechnical, Utility Test Holes, Permit Fees, Prints).
Optional Services (Not to Exceed)	\$ 8,705.28	(Post Design, Traffic Signal).
Total:	\$135,136.71	

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", "C" and "D" and Certificates of Insurance (2)
- 3. Project Work Schedule

Recommended by: [Signature] 10/31/16
Department Director Date

Approved By: [Signature] 11/01/16
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	<u>\$189,202</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>\$189,202</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes X No

Budget Account No:

Fund 3502 Dept 361 Unit 1508 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:

Road Impact Fee Zone 2 Fund

Palm Beach Lakes Blvd and N. Robbins Dr Intersection

Basic Services	\$115,976.43
Reimbursable Services	\$ 10,455.00
Optional Services	\$ 8,705.28
Total New Task Authorization	\$135,136.71
Staff Charges	
Roadway Engineering	\$ 27,030.00
Right of Way	\$ 6,760.00
Survey	\$ 6,760.00
Traffic	\$ 13,515.00
Fiscal Impact	\$189,201.71

C. Departmental Fiscal Review: Alie Kovalainen

III. REVIEW COMMENTS

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

[Signature]
KP 10/25 OFMB

[Signature] 10/31/16
Contract Dev. and Control

B. Approved as to Form and Legal Sufficiency:

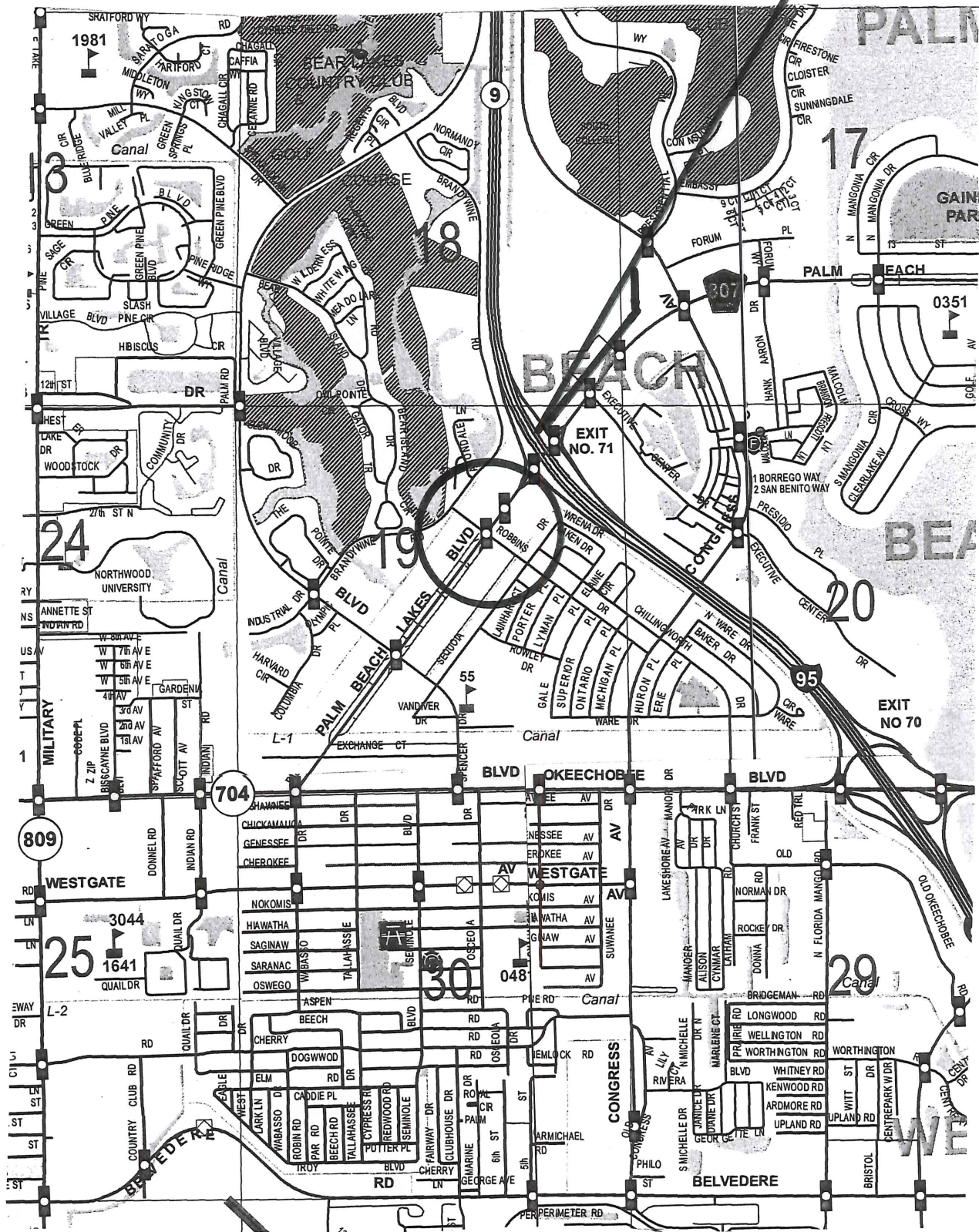
[Signature] 11/1/16
Assistant County Attorney

C. Other Department Review:

Department Director

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

Palm Beach Lakes Boulevard and N. Robbins Drive
Intersection Improvements
Palm Beach County Project No. 2016504



LOCATION SKETCH