AGENDA ITEM IS OVER 50 PAGES AND MAY BE VIEWED IN THE MINUTES DEPARTMENT

Agenda Item No.: 3-C-2

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: February 7, 2017 **[X] Consent [ ] Regular**
[ ] Workshop [ ] Public Hearing

Department: **Engineering & Public Works 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 Stantec Consulting Services, Inc. (SCS), to provide annual consultant professional services for structural engineering on a task order basis as required, for Palm Beach County (County) projects; and

B) a contract with Wantman Group, Inc. (WGI), to provide annual consultant professional services for structural engineering on a task order basis as required, for County projects.

SUMMARY: Approval of these contracts will provide the necessary professional services for structural 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. SCS has an office in Palm Beach County and WGI is a Palm Beach County company. The Small Business Enterprise (SBE) goal for the contracts is 15%. The SBE participation committed for the SCS contract is 31% and it is 15% for the WGI contract. Derek Zeman, an employee of WGI, serves on the Land Development Regulation Advisory Board. This board provides no regulation, oversight, management, or policy-setting recommendations regarding the necessary professional services for structural engineering described above. Disclosure of this contractual relationship at a noticed public meeting is being provided in accordance with the provisions of Section 2-443 of the Palm Beach County Code of Ethics. Countywide (JB)

Background and Justification: On October 19, 2016, the Consultant's Competitive Negotiations Act Selection Committee selected SCS and WGI to provide annual consultant professional services for structural engineering. In accordance with PPM No. CW-O-048, the Board of County Commissioners (BCC) was notified of the selection on October 21, 2016.

After reviewing the attached contracts and finding them in proper order, staff recommends BCC approval. Approval of these contracts will allow continuity of professional services for structural engineering as required by the County, on a task order basis.

Attachments:
1. Contract with SCS includes Exhibits "A", "B", "C", "D" and Certificate of Insurance (2)
2. Contract with WGI includes Exhibits "A", "B", "C", "D" and Certificate of Insurance (2)

Recommended by: S. J. Webb 1/11/17
Department Director Date

Approved By: 1/19/17
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
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. These firms are authorized to provide services on a task order basis. Funding will be established by project as necessary.

C. Departmental Fiscal Review: Alice Kovalaenen

III. REVIEW COMMENTS

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

1/5/16
OFMB EG 1/5
1/5

Contract Dev. and Control 1/12/17

B. Approved as to Form and Legal Sufficiency:

1/12/17
Assistant County Attorney

C. Other Department Review:

Department Director

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