Agenda Item #: 344-15

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

**Meeting Date:** 

March 14, 2017

[X] Consent

] Regular

] Workshop

Public Hearing

Department: Facilities Development & Operations

## I. EXECUTIVE BRIEF

Motion and Title: Staff recommend motion to approve: purchase order to Berwin, Inc., dba J.C. White Architectural Interior Products, in an amount of \$600,536.30 for the purchase of furniture on behalf of Tourist Development Council (TDC) and their occupancy of Airport Center #2.

Summary: In July 2017, the TDC, including Discover of the Palm Beaches, Florida, Film and Television Commission, and Sports Commission, will occupy Airport Center #2. This approval will authorize a purchase order for new modular and casework furniture items in the amount of \$600,536.30, which are in excess of the Facilities Development & Operation's authorization limit, and are required to complete the needs identified on the occupancy plan. All of the modular and casework furniture to be purchased is required solely for this building. After taking into account any relocation and re-use, much of the existing furniture currently utilized is old or cannot be reconfigured for use at Airport Center #2. The furniture is being purchased as a piggyback off State contract 425-001-12-1 and this purchase order contains no SBE participation. Berwin, Inc., dba J.C. White Architectural Interior Products, is a Broward County business with a Palm Beach County office. The source of funds for this purchase is Bed Tax. (Capital Improvements Division) Countywide (LDC)

Background and Justification: The Airport Center #2 building renovations are complete and several divisions of the Sheriff's Administrative Services, including Personnel Services, Human Resources, Risk Management and Labor Relations, have taken occupancy in the building. TDC, including Discover of the Palm Beaches, Florida, Film and Television Commission and Sports Commission will be moving to their new facilities in July 2017. All of the modular and casework furniture to be purchased is required solely for this building and after taking into account any relocation and re-use, however, much of the furniture currently utilized by the TDC is either old or cannot be reconfigured for use at Airport Center #2. A portion of their new, long lead time furniture has already been procured via a separate purchase order signed by the Director, within her authorization limits. Funding for furniture was estimated at \$565,000 in the project budget. The actual amount for furniture above the \$565,000 estimate will come from project contingency.

Recommended by	Army Wing	423/17
T	\Department Director	Date
Approved by:	Realer	3/6/17
	County Administrator	Date'

## II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fi	scal Impact:				
Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures Operating Costs External Revenues Program Income (County) In-Kind Match (County	\$600,536.				
NET FISCAL IMPACT	\$600,536	<u>-0-</u>	<u>-0-</u>	-0-	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)					
Is Item Included in Current Budget	t? Yes <u>x</u>	No			
Budget Account No: Fund 3804 3804	Dept 411 411	Unit B558 ( B558	Object 6401 5111		
	Re	porting Categ	ory		
B. Recommended Sources of Fun	ds/Summary o	of Fiscal Impac	et:		
The furniture purchases were appro	oved as part of	the FY 17 Ca	pital Improven	nent Plan/Budg	get.
C. Departmental Fiscal Review:_		,			
	III. <u>REVI</u>	EW COMME	NTS:		
A. OFMB Fiscal and/or Contrac	t Development	and Control (	Comments:		
OFMB ET 2/28 # 2/5	2-8		J- J- () 3/3/17	asbul ntract Admini	3/3// strator
B. Legal Sufficiency:			• /		
Assistant County Attorney					
C. Other Department Review:					
Department Director					

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