

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

Meeting Date: **March 14, 2017** **Consent** **Regular**
 Ordinance **Public Hearing**

Department: **Facilities Development & Operations**

I. EXECUTIVE BRIEF

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

A) approve the exercise of the first option to extend the term of the License Agreement (R2016-0183) dated February 9, 2016, with the School Board of Palm Beach County (School Board) for the continued use of School Board property for a temporary customer service and maintenance facility for the County's Water Utilities Department (WUD) operations and maintenance crews in West County for \$9,500; and

B) delegate signature authority to the County Administrator, or designee, to execute the second and final option to extend the term of the License Agreement at a rate of \$9,500.

Summary: Since 2006, the County's Water Utilities Department (WUD) and the former Glades Utility Authority have continuously used 3.8 acres of property owned by the School Board which is adjacent to the Glades Regional Water Treatment facility and the School Board's West Tech campus in Belle Glade for WUD's customer service operations, fuel storage, and a lay down area for storage of utility materials and equipment. The initial term of the License Agreement was for one (1) year ending on December 31, 2016, with two (2) extension options, each for a period of six (6) months. WUD is in the process of constructing a new facility which is projected to be completed in the fall of 2017. Exercise of this option will extend the term of the License Agreement for six (6) months, from January 1, 2017, through June 30, 2017, at a rate of \$9,500. It is anticipated that WUD will require the second and final option period to complete the construction of the new facility and to properly vacate the School Board's property. Staff is requesting that the Board delegate authorization to the County Administrator, or designee, to exercise the second option for the period from July 1, 2017, through December 31, 2017. WUD will continue to have administrative responsibility for this License Agreement. **(PREM) District 6 (HJF)**

Background and Justification: WUD is in the process of constructing a permanent facility for operations and maintenance which is anticipated to be completed in late 2017. The exercise of this first option will extend the term of the License Agreement for six (6) months until June 30, 2017, and will provide for WUD's continued use of the property until construction of the permanent facility is completed. In the event the second and final option period is required, the County Administrator, or designee will execute the option to extend letter for the period from July 1, 2017, through December 31, 2017. All other terms and conditions will remain in full force and effect.

Attachments:

1. Location Map
2. Option to Extend Letter
3. Budget Availability Statement

Recommended By: Rebecca Ann May Wilf 2/7/17
 Department Director **Date**

Approved By: J. Baker 2/28/17
 County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$19,000.	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$19,000.</u>	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes No

Budget Account No: Fund 4001 Dept 720 Unit 1110 Object 4414

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

The County will pay a rental fee of \$9,500 due upon BCC approval of the extension option to June 30, 2017. In the event the second and final option period is required, the County Administrator, or designee will execute the option to extend letter for the period from July 1, 2017, through December 31, 2017, at which time an additional \$9,500 will be due and payable.

Fixed Asset Number: n/a

C. Departmental Fiscal Review: _____ *W* *2-14-17*

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

[Signature]
 OFMB *ET 2/16* *2/17* *2/17* Contract Development and Control *2/23/17*
2/23/17

B. Legal Sufficiency:

[Signature] *2/24/17*
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

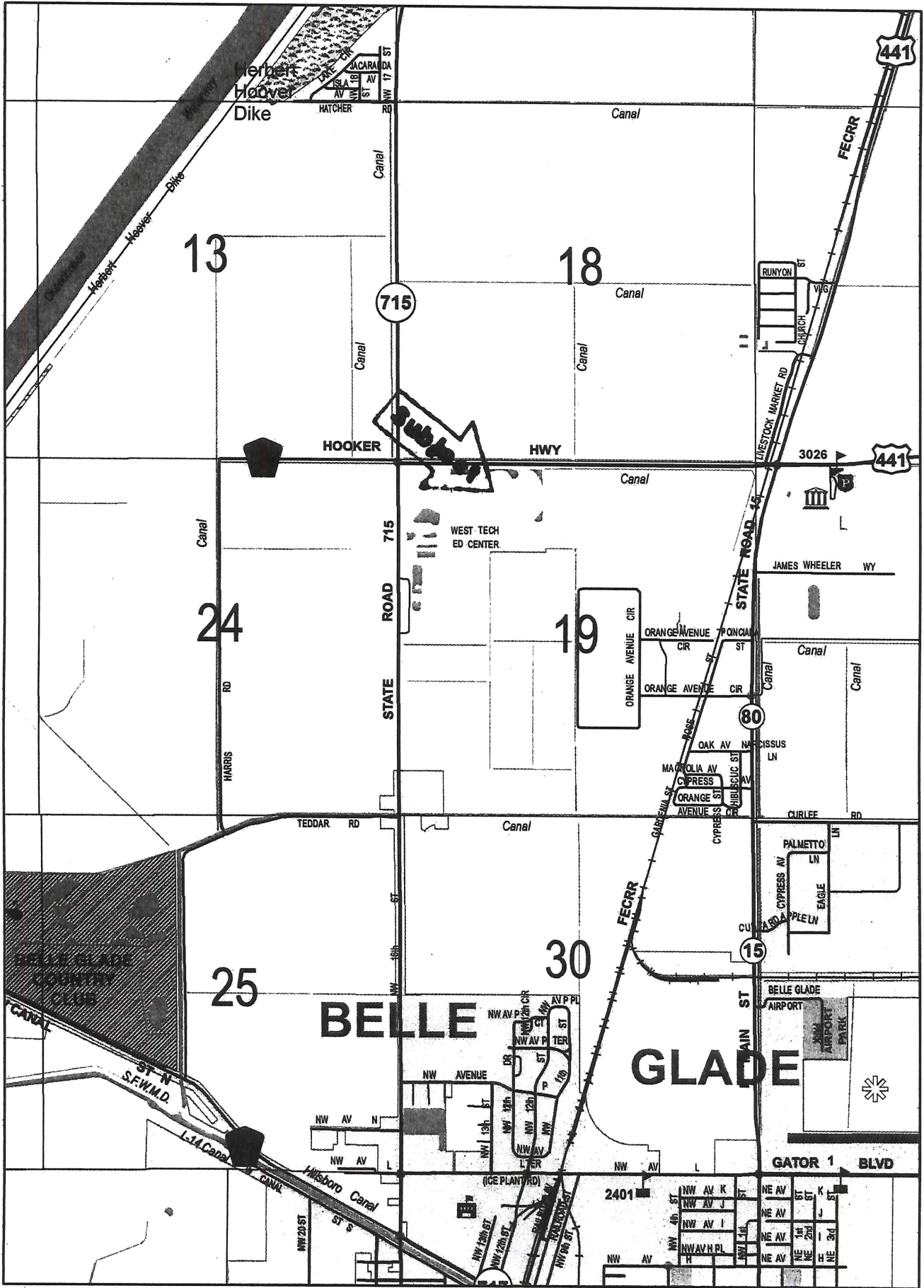
PP

OO

TWP 43

TWP 43

TWP 43



RNG 36

RNG 37

LOCATION MAP

Attachment 1
1 of 1



Attachment 2
(Option to Extend Letter)
1 of 1



March 14, 2017

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

7013 1710 0001 6217 3079

Facilities Development & Operations Department

Property & Real Estate Management Division

2633 Vista Parkway

West Palm Beach, FL 33411

Telephone - (561) 233-0217

Facsimile (561) 233-0210

www.pbcgov.com/fdo



Palm Beach County Board of County Commissioners

Paulette Burdick, Mayor

Melissa McKinlay, Vice Mayor

Hal R. Valeche

Dave Kerner

Steven L. Abrams

Mary Lou Berger

Mack Bernard

County Administrator

Verdenia C. Baker

"An Equal Opportunity Affirmative Action Employer"

School District of Palm Beach County
Attn: Joyell Shaw
3661 Interstate Park Road N, Bldg. 200
West Palm Beach, Florida 33404

Re: Exercise of First Option to Extend License Agreement dated February 9, 2016 (R2016-0183), by and between the School Board of Palm Beach County and Palm Beach County

Dear Ms. Shaw:

Pursuant to the provisions of Section 2 of the above referenced License Agreement, Palm Beach County is hereby exercising its first option to extend the term of said License Agreement for an additional period of six (6) months effective January 1, 2017, through June 30, 2017.

ATTEST:

SHARON R. BOCK,
CLERK & COMPTROLLER

PALM BEACH COUNTY,
a political subdivision of the State of Florida

By: _____
Deputy Clerk

By: _____
Paulette Burdick, Mayor

APPROVED AS TO FORM
LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: 
Chief Assistant County Attorney

By: 
Department Director

Attachment 3
(Budget Availability Statement)
1 of 1

INTEROFFICE COMMUNICATION
PALM BEACH COUNTY

BUDGET AVAILABILITY STATEMENT

DATE: January 10, 2017

TO: Marcel Pessoa, Real Estate Specialist
Property and Real Estate Management

FROM: Guy Eggertsson, Fiscal Manager 1
Water Utilities Department

Guy Eggertsson

RE: Lease Payment to School Board for GUA

FISCAL IMPACT ANALYSIS:

Summary of Fiscal Impact:

Is item included in current budget? Yes No

Budget Account Number:

Fund	Agency	Organization	Object	Allocation
4001	720	1110	4414	\$19,000.00

Recommended Sources of Funds/Summary of Fiscal Impact:

Water Utilities Department user fees