

Agenda Item No.: 3-C-2

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: June 20, 2017	<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:	Engineering & Public Works Department	
Submitted For:	Roadway Production Division	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) a contract with Network Engineering Services, Inc., d/b/a Bolton Perez & Associates, Inc. (BPA), to provide annual consultant professional services on a task order basis as required, for Palm Beach County (County) intersection improvement projects; and
- B) a contract with HSQ Group, Inc. (HSQ) to provide annual consultant professional services on a task order basis as required, for County intersection improvement projects.

SUMMARY: Approval of these contracts will provide the necessary professional services for road intersection improvements 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. The term of these contracts will be from June 20, 2017, to June 19, 2018. BPA is a Miami based company but has an office in the County and HSQ is a Palm Beach County based company. The Small Business Enterprise (SBE) goal for all contracts is 15%. BPA has committed to 16% SBE participation and HSQ has committed to 75% SBE participation. HSQ is a certified SBE company. Countywide (LBH)

Background and Justification: On February 16, 2017, the Consultant's Competitive Negotiations Act Selection Committee selected BPA and HSQ to provide annual consultant professional services for intersection improvements. In accordance with PPM No. CW-O-048, the Board of County Commissioners (BCC) was notified of the selection on February 16, 2017.

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

Attachments:

- 1. Contract with BPA includes Exhibits "A", "B", "C", "D" and Certificate of Insurance (2)
- 2. Contract with HSQ includes Exhibits "A", "B", "C", "D" and Certificate of Insurance (2)

Recommended by:		
	Department Director	Date

Approved By:		
	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>\$ -0-</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>\$ **</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

Is Item Included in Current Budget?	Yes	No
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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: . *All approved*


III. REVIEW COMMENTS

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

Handwritten signature: *[Signature]* 5/23/17
 OFMB ET 5/23
 ASD
 5/23

D. S. Jacobson 6/9/17
Contract Dev. and Control
6/9/17

**B. Approved as to Form
and Legal Sufficiency:**

6/15/17  Assistant County Attorney

C. /Other Department Review:

Department Director

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