

PALM BEACH COUNTY

AGENDA ITEM SUMMARY

Meeting Date: July 11, 2017

[x] Consent
[] Ordinance

☐ Regular
☐ Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendments No. 2 to the Contracts for property development evaluation assistance on a continuing contract basis for the term beginning July 1, 2017, and ending on June 30, 2018:

- 1) Cotleur & Hearing Landscape Architecture, LLC d/b/a Cotleur & Hearing (R2014-0920), Non-SBE/Local, 100% SBE participation to date; and
- 2) Urban Design Studio, LLC d/b/a Urban Design Kilday Studios (R2014-0921), SBE/Local, 100% SBE participation to date.

SUMMARY:. Amendments No. 2 extends the term of two contracts for professional consulting services for property development evaluation assistance for one (1) year. The Board approved annual contracts on July 1, 2014, and the original Contracts provided for an initial two (2) year term with two (2) renewal options each for a period of one (1) year. Amendments No. 2 will provide services during the second and final renewal period from July 1, 2017, through June 30, 2018. During the first three years of these contracts, Cotleur & Hearing was awarded \$105,321 and Urban Design Kilday Studios was awarded \$355,459 in task authorizations. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance is 15%. The contracts with Cotleur & Hearing and Urban Design Kilday Studios provide for SBE participation of 95%. **(Capital Improvements Division) Countywide (LDC)**

Background and Justification: In accordance with Board adopted procedures, pursuant to Florida Statute 287.055 (Consultants Competitive Negotiation Act), two firms were selected to perform professional consulting services on a continuing contract basis. Work is authorized through individual task authorizations when required during the term of these contracts. The initial contract terms are for two (2) years and the original Board action allowed for two (2) renewals each for a period of one (1) year. Amendments No. 2 will provide services during the final renewal of the contract. It is the consensus of Facilities Development & Operations that these firms have successfully provided the professional services required by the County in a timely manner. They are in good standing and wish to continue to provide professional services. Amendments No. 2 will maintain the continuous professional services required by the County. Cotleur & Hearing was an SBE when initially selected but since lost their SBE certification.

Attachments:

- 1) Cotleur & Hearing Landscape Architecture, LLC d/b/a Cotleur & Hearing Amendment No. 2
2) Urban Design Studio, LLC d/b/a Urban Design Kilday Studios Amendment No. 2

Recommended by

Department Director

6/20/17
Date

Approved by:

County Administrator

4/30/17
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>0</u>				
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes X No

Budget Account No: Fund_____ Dept_____ Unit_____ Object_____ Reporting Category_____

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


* Fiscal impact cannot be determined at this time. Individual Task Orders requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; funding will come from previously approved BCC projects.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS:

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

Joe Kellin C 6/19/17
OFMB ET 6/14 & 6/19.


Contract Administrator
4/27/17 TW

B. Legal Sufficiency:

FJD Cullen 4/29/17
Assistant County Attorney

C. Other Department Review:

Department Director

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

AMENDMENT TO CONTRACT FOR
Planning & Property Development Assistance

This Amendment No. 2 dated _____ to the Contract (R-2014-0920) dated July 1, 2014, and by Amendment No. 1 (R-2016-0770) dated June 21, 2016, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY and Coteleur & Hearing Landscape Architecture, LLC d/b/a Coteleur & Hearing, a company authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT.

WITNESSETH

WHEREAS, the parties have entered into a Contract under which the CONSULTANT provided certain professional services to the COUNTY for various projects in accordance with Consultants Competitive Negotiations Act (CCNA) F.S. 287.055; and

WHEREAS, the parties hereto desire to amend the Contract to extend it for an additional one (1) year period.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration, the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

1. The term of this Contract as set forth in Section 4, Article 4.1 is renewed for one (1) additional year through June 30, 2018.
 2. Except as specifically modified above, the terms and conditions of the Contract are hereby confirmed and remain in full force and effect.
-

IT WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Amendment on behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

ATTEST:
SHARON R. BOCK, Clerk & Comptroller

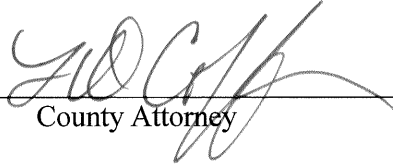
PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS

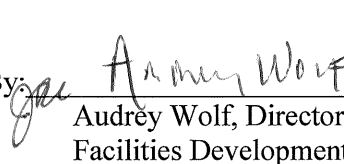
By: _____
Deputy Clerk

By: _____
Paulette Burdick, Mayor

APPROVE AS TO FORM
AND LEGAL SUFFICIENCY

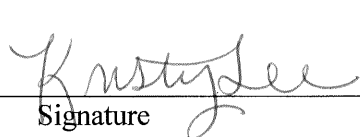
APPROVED AS TO TERMS
AND CONDITIONS

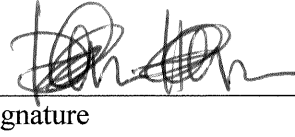
By:  _____
County Attorney

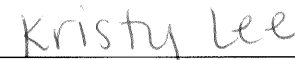
By:  _____
Audrey Wolf, Director
Facilities Development & Operations


WITNESS: FOR CONSULTANT

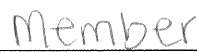
CONSULTANT:
COTLEUR & HEARING LANDSCAPE
ARCHITECTURE, LLC D/B/A
COTLEUR & HEARING

By:  _____
Signature

By:  _____
Signature

 _____
Name (type or print)

 _____
Name (type or print)

 _____
Title

(Corporate Seal)

AMENDMENT TO CONTRACT FOR
Planning & Property Development Assistance

This Amendment No. 2 dated _____ to the Contract (R-2014-0921) dated July 1, 2014, and by Amendment No. 1 (R-2016-0771) dated June 21, 2016, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY and Urban Design Studio, LLC d/b/a Urban Design Kilday Studios, a company authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT.

W I T N E S S E T H

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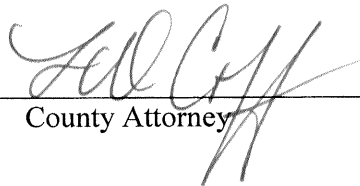
PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS

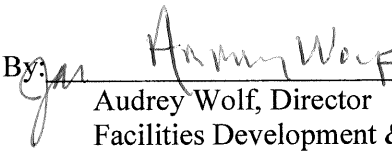
By: _____
Deputy Clerk

By: _____
Paulette Burdick, Mayor

APPROVE AS TO FORM
AND LEGAL SUFFICIENCY

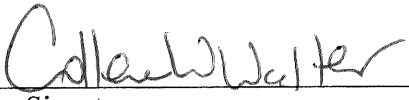
APPROVED AS TO TERMS
AND CONDITIONS

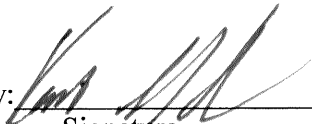
By: 
County Attorney

By: 
Audrey Wolf, Director
Facilities Development & Operations

WITNESS: FOR CONSULTANT

CONSULTANT: URBAN DESIGN
STUDIO, LLC. D/B/A URBAN DESIGN
KILDAY STUDIOS

By: 
Signature

By: 
Signature

Colleen W. Walter
Name (type or print)

Kenneth G. Tuma
Name (type or print)

MANAGING PRINCIPAL
Title

(Corporate Seal)