

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

**Meeting Date:**      **January 23, 2018**       **Consent**       **Regular**  
     **Ordinance**       **Public Hearing**

**Department:**      **Facilities Development & Operations**

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to receive and file:** Notice of exercise of the second and final 1-year option to extend the Agreement with Guardians Credit Union dated February 18, 2014, for operation of ATMs at the following locations:

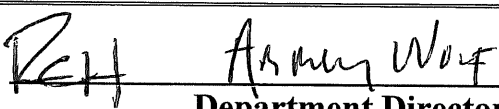
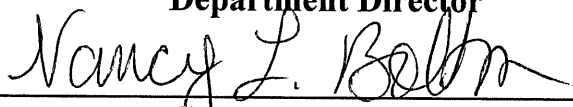
- A) PBC Criminal Justice Complex, 3228 Gun Club Road, West Palm Beach, FL 33406;
- B) PBC Courthouse, 205 N. Dixie Highway, West Palm Beach, FL 33401;
- C) South County Courthouse, 200 W. Atlantic Avenue, Delray Beach, FL 33444; and
- D) Vista Center, 2300 N. Jog Road, West Palm Beach, FL 33411.

**Summary:** In accordance with County PPM CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating Department as a receive and file agenda item. The attached Notice of exercise dated December 5, 2017, received from Guardians Credit Union exercises its second and final extension option. The Agreement was executed by the Director of Facilities Development and Operations in accordance to the delegation of authority approved by the Board on June 5, 2012. This Notice to exercise is submitted to the Board to acknowledge the final 1-year extension until February 17, 2019. PREM will continue to administer this Agreement. **(PREM) Districts 2 & 7 (HJF)**

**Background and Justification:** On June 5, 2012, the Board approved a standard ATM Operating License Agreement with the Guardians Credit Union f/k/a PBC Credit Union, for the installation and operation of automated teller machines (ATM) in County-owned buildings, and delegated authority to the Director of Facilities Development and Operations to sign and administer the ATM Operating License Agreement, including all amendments, and extensions thereof. The standard ATM Operating License Agreement sets forth the terms and conditions for the placement, operation, repair and maintenance of the ATM equipment. The Standard ATM Operating License Agreement is for a term of three (3) years with two (2) extensions options for a period of one (1) year each. On March 14, 2017 (R2017-0289) a receive and file agenda item was submitted for a first amendment to the agreement which documented the name change from Palm Beach County Credit Union to Guardians Credit Union and exercised the first extension option. Exercise of this second option extends the term of the Agreement for one year expiring on February 17, 2019. There is no rent or fee charged. A Disclosure of Beneficial Interests is not required for a standard ATM Operating Agreement as approved on June 5, 2012.

**Attachments:**

- 1. Location Maps
- 2. Guardians Credit Union notice dated December 5, 2017

<b>Recommended By:</b>		
	<b>Department Director</b>	12/27/17
		<b>Date</b>
<b>Approved By:</b>		
	<b>County Administrator</b>	1/9/18
		<b>Date</b>

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	* <u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes \_\_\_\_\_ No x

Does this item include the use of federal funds? Yes \_\_\_\_\_ No x

Budget Account No: Fund \_\_\_\_\_ Dept \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
 Program \_\_\_\_\_

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

\* No fiscal impact.

Fixed Asset Number n/a

C. Departmental Fiscal Review: [Signature]

**III. REVIEW COMMENTS**

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

[Signature] 1/5/18  
 OFMB  
 2/14/18 1/14/18 1/15/18

[Signature] 1/8/18  
 Contract Development and Control  
 1/8/18

**B. Legal Sufficiency:**

[Signature] 1/9/18  
 Assistant County Attorney

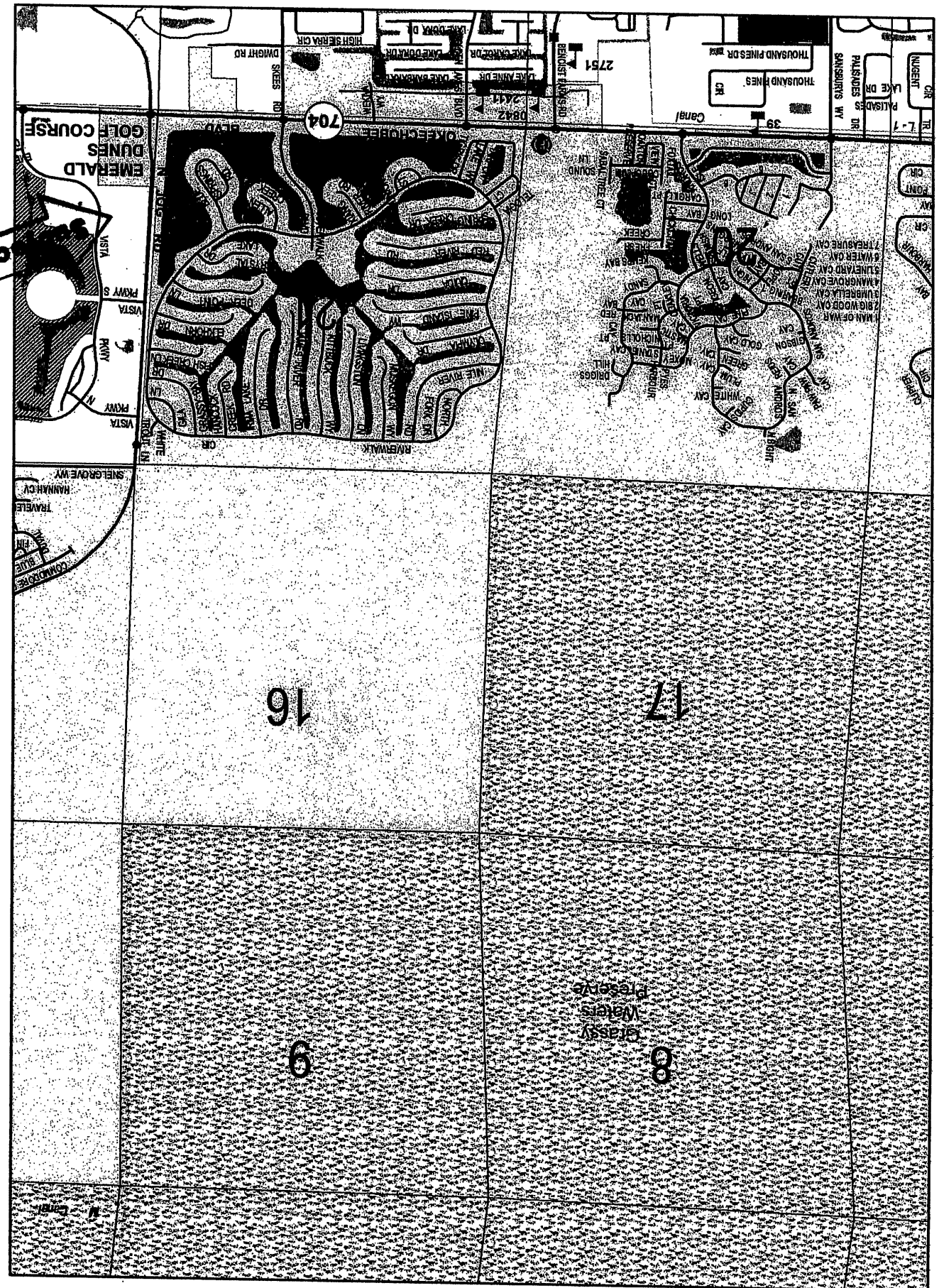
**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

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

LOCATION MAP  
Attachment 1 (1 of 4)

Vista Center



TWP 43

TWP 43

TWP 43

ct 18

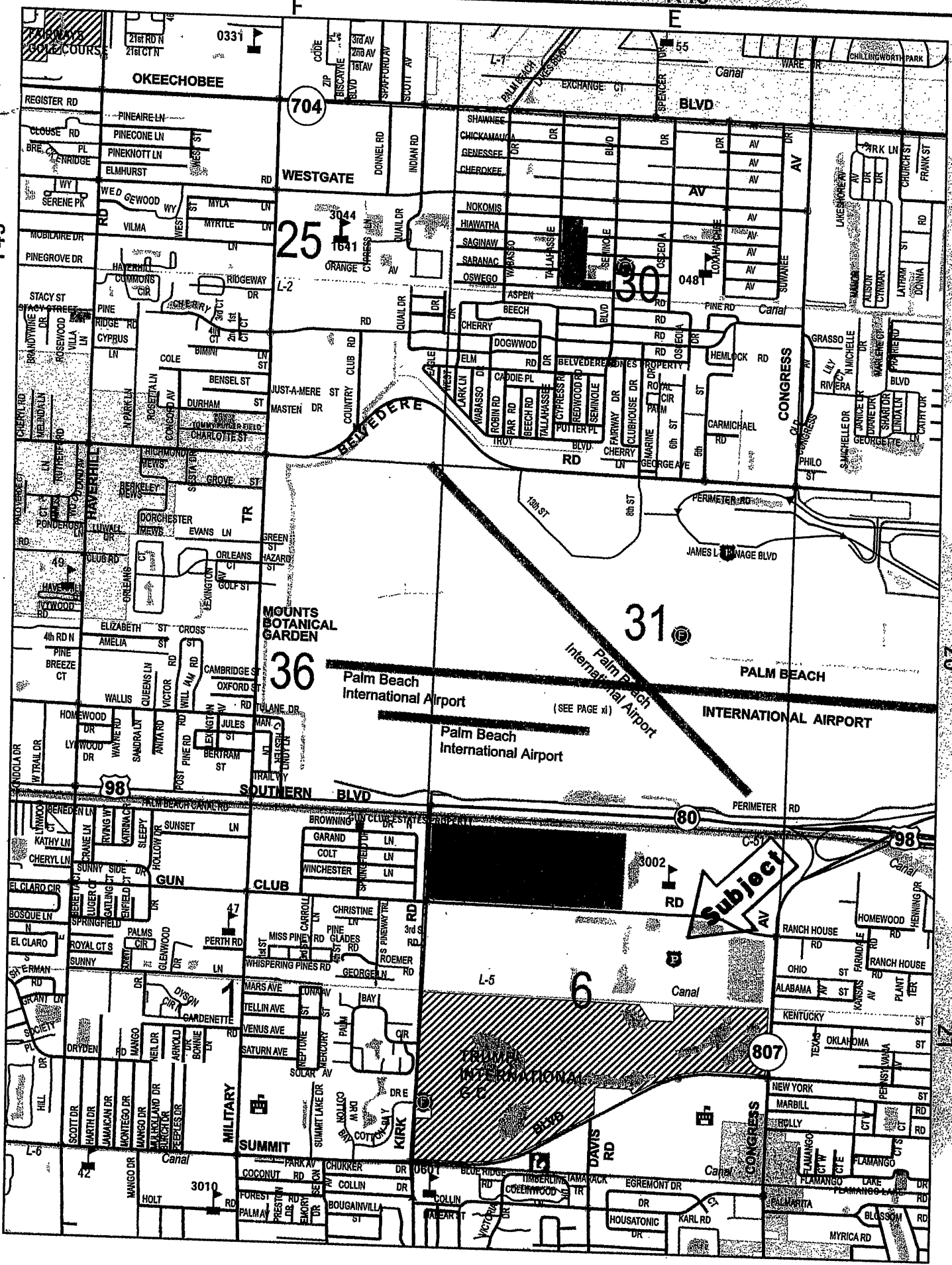
17

16

T43

13

T44



19

20

21

Gun Club  
Criminal Justice Complex

LOCATION MAP

Attachment,  
(2 of 4)



TWP 46

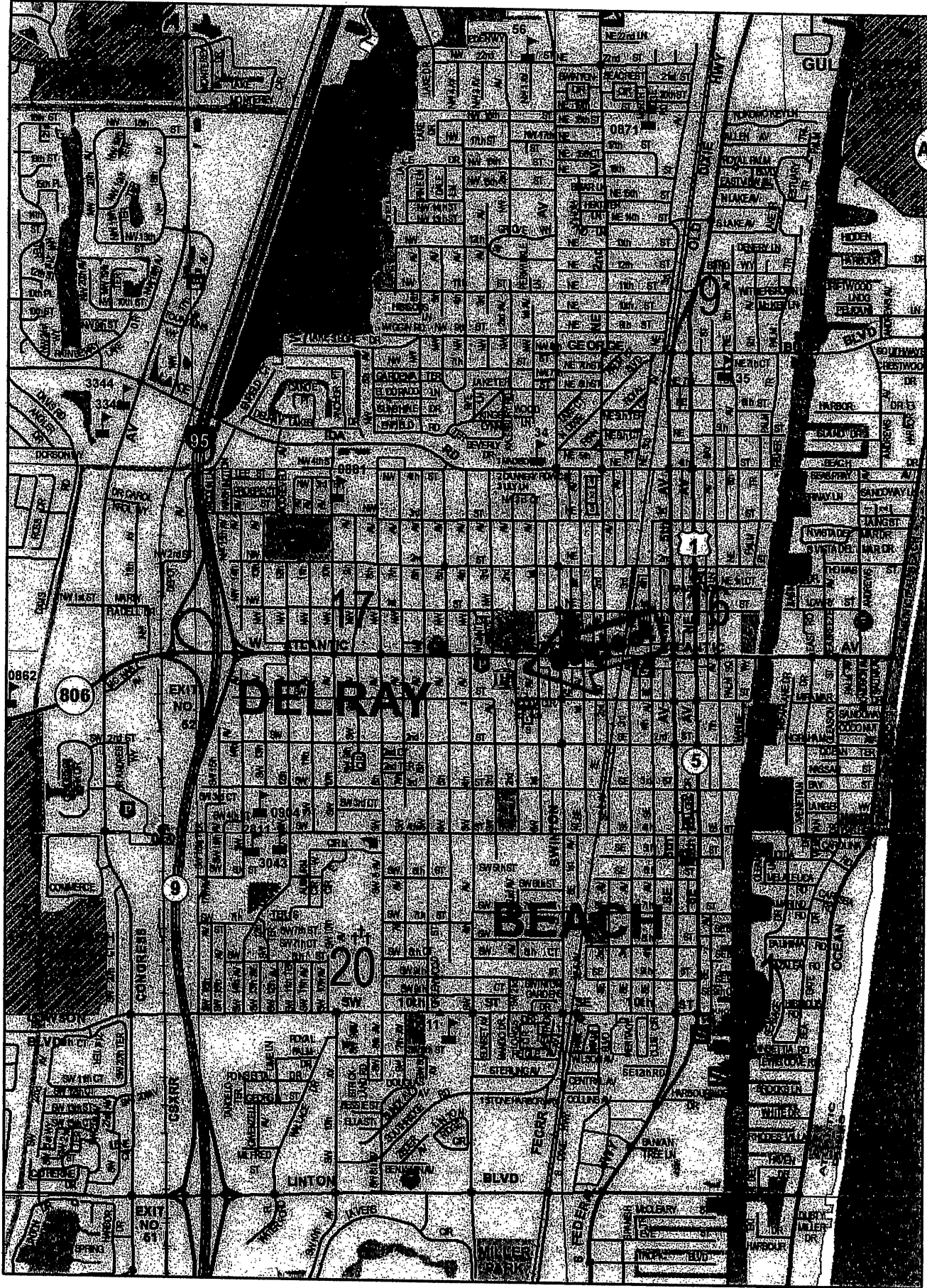
34

TWP 46

35

TWP 46

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RNG 43

See pg 118

RNG 43

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### South County Courthouse

## LOCATION MAP

Attachment 1  
(3 of 4)



TWP 43

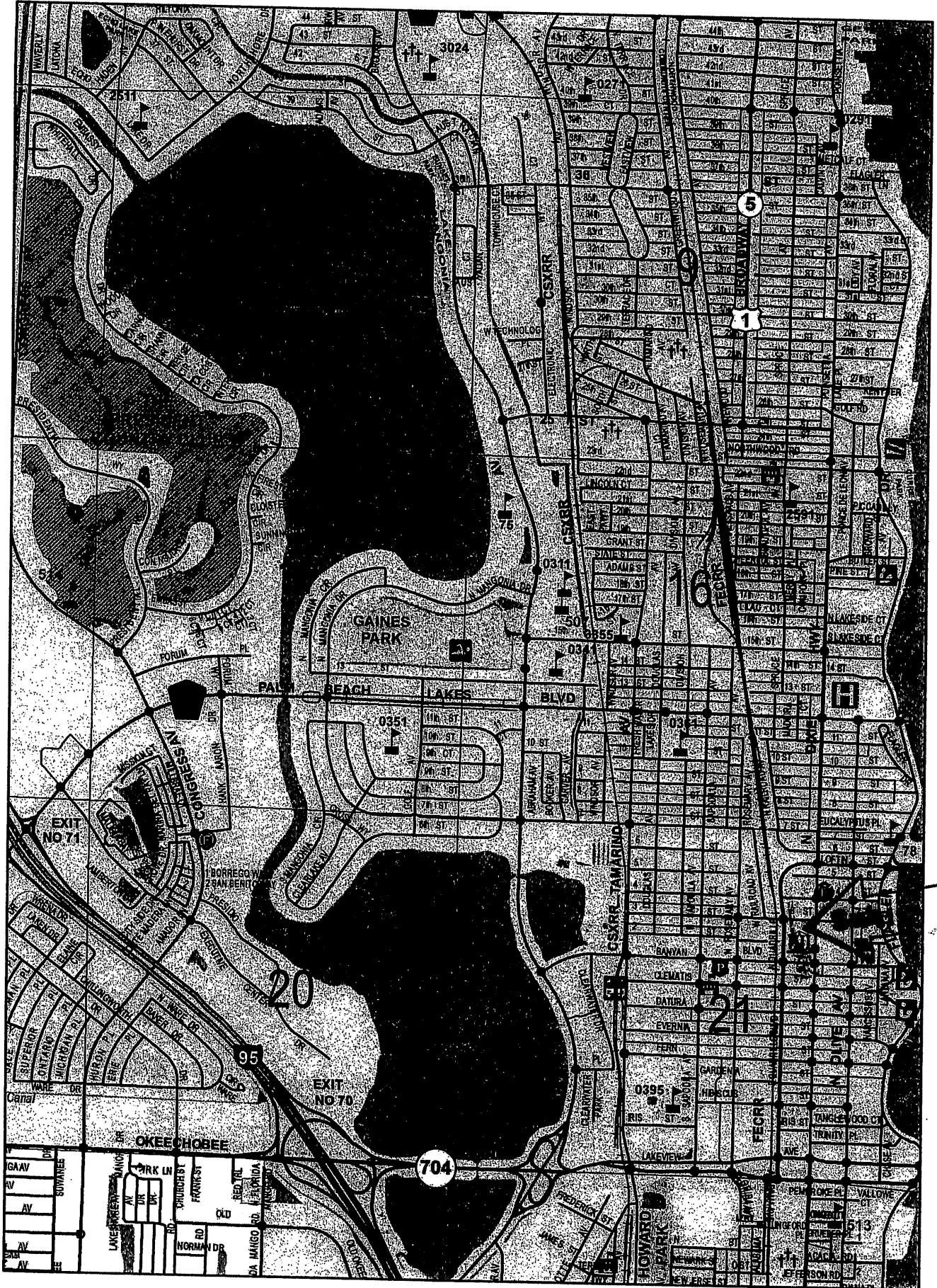
TWP 43

TWP 43

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17

18



RNG 43

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RNG 43

# Judicial Center

## LOCATION MAP

Attachment 1  
(4 of 4)



December 5, 2017

Mr. Ross C. Hering, Director  
Property & Real Estate Management  
2633 Vista Parkway  
West Palm Beach, FL 33411-5605

Reference: 2<sup>nd</sup> Option Exercise of License Agreement dated February 18, 2014  
as amended between Palm Beach County and Guardians Credit Union for the  
following locations:

1. PBC Criminal Justice Complex, 3228 Gun Club Road, West Palm Beach, FL 33406
2. South County Courthouse, 200 W. Atlantic Avenue, Delray Beach, FL 33444
3. PBC Courthouse, 205 N. Dixie Highway, West Palm Beach, FL 33401
4. Vista Center, 2300 N. Jog Road, West Palm Beach, FL 33411

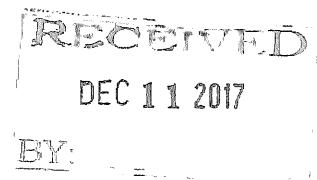
Dear Mr. Hering:

In Accordance with Section 3, *Term*, and sent in accordance with Section 17, the  
Notice provisions, kindly accept this letter as notification that Guardians Credit  
Union has chosen to exercise our option for the second renewal period of one  
(1) year on the above referenced License Agreement.

Sincerely,



John D. Deese, CCUE, CUDE, ICUDE  
President/CEO



GuardiansCU.coop



Attachment 2  
(1 of 1)