

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: June 19, 2018	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing

Department:

Submitted By: Department of Airports

Submitted For:

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I. EXECUTIVE BRIEF




**Motion and Title:** Staff recommends motion to approve: Amendment No. 3 to the General Consulting Agreement with CH2M Hill, Inc. for Consulting/Professional Services in the amount of \$633,859.76 for the continued performance of professional planning and design services related to the approved Palm Beach County Airports Capital Improvement Program and to modify the Agreement language related to reimbursable expenses.

**Summary:** The Consulting Agreement (R-2016-0700) with CH2M Hill, Inc. for general airport planning and design was approved on June 7, 2016 in the amount of \$1,877,401.43 in order to carry out the approved Capital Improvement Programs for the County's Airports. Amendment No. 1 was previously approved by the Board on June 20, 2017 (R-2017-0795) increasing the amount of the contract by \$2,308,452.97. Amendment No. 2 was approved by the Board on April 10, 2018 (R-2018-0381) for \$2,065,542.89 and exercising the first one (1) year renewal option, bringing the total contract value to \$6,251,397.29. Approval of Amendment No. 3 will provide an additional \$633,859.76 to complete the following tasks: Task I Services – Palm Beach County Park Airport (LNA) Southside Redevelopment Program, Phases 1 and 2 Supplemental Construction Administration (CA) Services; Palm Beach International Airport (PBI) Concourse B Hold Room & Lobby Seating Supplemental CA Supplemental Services; PBI Third Level Ticketing Interior Improvements Supplemental CA Services Program Phases 1A & 2; PBI Parcel I Site Access Roadway and Utilities Supplemental CA Services and Part-Time Construction Engineering Inspection (CEI) Services; and Task III Services - Miscellaneous Planning and Engineering Services. Work to be completed under these Task III Services will be issued per the level of authority contained in PPM CW-F-050, by way of a separate proposal or task authorization. In addition, this Amendment will modify the Agreement language to clarify the mileage reimbursement allowance based on Palm Beach County Policies and Procedures Manual Travel (PPM# CW-F-009). CH2M Hill, Inc. is an Englewood, Colorado based firm, however, the majority of the work to be completed in this Agreement will be completed and/or managed through their Palm Beach Gardens, Florida office in conjunction with Palm Beach County-based subconsultant firms. A Disadvantaged Business Enterprise (DBE) goal of 15% was set for this contract. CH2M Hill, Inc. committed to 21% in their proposal. The anticipated DBE participation based upon the approved tasks is approximately 11%, which will increase as additional tasks are assigned by the County. The current paid to date DBE participation is approximately 13%. Approval of this Amendment No. 3 is anticipated to increase the DBE participation to 20%. **Countywide (AH)**

**Background and Justification:** In order to carry out the approved Capital Improvement Program for the County, the Department of Airports requires professional planning and design engineering services. This agreement is for 2 years with 2 one (1) year renewal options. This amendment allows for the continuation of services necessary for the development and operation of the County's airport system.

**Attachments:**  
1. Amendment No. 3 with CH2M Hill, Inc. – 3 Originals

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Recommended By: 		5/24/18
	Department Director	Date
Approved By: 		6/15/18
	County Administrator	Date

## **II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures	\$633,859.76				
Operating Costs					
External Revenues (Grants)					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$633,859.76				
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes X No         
Does this item include the use of federal funds? Yes        No X

**Budget Account No:** Fund 4111 Department 121 Unit A107 Object 6505  
**Reporting Category**

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

Budget is available in the above-referenced account. Funding is from Airport Revenue.

C. Departmental Fiscal Review: CM Surman

### III. REVIEW COMMENTS

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

Robert Lawrence 6/1/88  
OFMB 30 Gp

D. S. Jacobson 6/11/18  
Contract Dev. and Control

### B. Legal Sufficiency:

Anne Helgert 6-15-18  
Assistant County Attorney

### C. Other Department Review:

**Department Director**

REVISÉD 11/17

**(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)**