

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: April 2, 2019 ☒ Consent ☐ Regular
 ☐ Workshop ☐ Public Hearing

Department: Engineering & Public Works Department
Submitted By: Roadway Production Division
Submitted For: Roadway Production Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) the Second Amendment to the Intersection Improvements Annual Contract (Contract) R2017-0779 with HSQ Group, Inc. (HSQ), to update language in sections 7.1, 9, 12, and 20; and
- B) a task order to the Contract with HSQ in the amount of \$168,971.11 for professional services for the State Road 7 and Weisman Way intersection improvements (Project).

SUMMARY: Approving the Second Amendment will update the language of the termination section, criminal history records check section, non-discrimination section, and scrutinized companies section to be compliant with current Palm Beach County standards. This solicitation for annual design professionals was advertised on November 13, 2016 and November 20, 2016 according to the Small Business Enterprise (SBE) Ordinance in place at the time, with Final Selection taking place on February 16, 2017. This Contract is scheduled for its second and final allowable renewal by June 19, 2019, and will have the new EBO Ordinance added at that time. Approval of this task order will provide the professional engineering and surveying services necessary for the preparation of complete design plans and construction bid documents, including signal design, drainage, curb and gutter, sidewalk, and signing and pavement markings for the Project. The Florida Department of Transportation will provide matching funding (not to exceed \$110,000) for the Project in accordance with the County Incentive Grant Program Agreement dated April 26, 2018, R2018-0364. The SBE goal for all contracts is 15%. HSQ committed to 75% SBE participation for the Contract. They propose 75.18% SBE participation for this task order, and their overall SBE participation for this Contract is 79.14%. HSQ is a Palm Beach County (County) based company. District 6 (YBH)

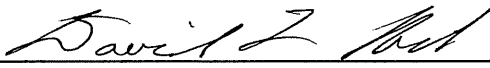
Background and Justification: On June 20, 2017, the Board of County Commissioners (BCC) approved Annual Contract R2017-0779 with HSQ to provide professional services required for intersection improvements throughout the County. The first amendment, R2018-0635, approved by the BCC on May 1, 2018, renewed the annual contract, added sales tax language, and adjusted the rates.


(Continued on page 3)

Attachments:

- 1. Location Sketch
- 2. Second Amendment (2)
- 3. Task Order with Exhibits "A", "B", "C", "D", "E" and Certificates of Insurance (2)

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Recommended by:  3/28/19
 County Engineer Date

Approved By:  3/28/19
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures	<u>\$101,386</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>\$101,386</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# 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 3503 Dept 361 Unit 1884 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:

Road Impact Fee Fund - Zone 3

SR7 and Weisman Way Intersection Improvement

New Task Authorization

Basic Services	\$ 124,988.68
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Reimbursables Services	\$ 6,695.00
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Optional Services	\$ 37,287.43
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Total Task Authorization	\$ 168,971.11
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Staff Charges

Roadway Production	\$ 16,900.00
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Right of Way	\$	00.00
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Survey	\$ 8,450.00
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Traffic	\$ 8,450.00
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Allowable CIGP Grant Expenses	<u>(\$101,385.55)</u>
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Fiscal Impact	\$101,385.56
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C. Departmental Fiscal Review: .

III. REVIEW COMMENTS

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

 3/12/19
 ASD OFMB 3/12
 um 3/11

B. Approved as to Form and Legal Sufficiency:

AB Herman 3/28/2019
Assistant County Attorney

C. Other Department Review:

Department Director

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

Background and Justification: (Continued from page 1)

The County now desires HSQ to prepare design plans and construction bid documents for the Project as detailed in Exhibit “A” of the attached task order. The fee, as detailed in Exhibit “A” of the attached task order, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$124,988.68	(Roadway, Drainage, Signing and Pavement Marking, and Signals Analysis and Plans, Utilities, Permitting, Survey).
Reimbursable Services (Not to Exceed)	\$ 6,695.00	(Geotechnical, Permit Fees).
Optional Services (Not to Exceed)	\$ 37,287.43	(Post Design, Location of Utilities for Each Signal Foundation, As-Built Plans for the Signal).
Total:	<u>\$168,971.11</u>	

After reviewing the task order and finding it in proper order, the Engineering Department recommends BCC approval.

