

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Table with meeting details: Meeting Date (June 4, 2019), Consent/Workshop options, Department (Engineering & Public Works), Submitted By (Engineering & Public Works), Submitted For (Roadway Production Division).

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) an Annual Civil Engineering Services contract with Baxter & Woodman, Inc. d/b/a Mathews Consulting, Inc. (MCI);
B) an Annual Civil Engineering Services contract with Civil Design, Inc. (CDI);
C) an Annual Civil Engineering Services contract with Keshavarz & Associates, Inc. (KAI); and
D) an Annual Civil Engineering Services contract with Mock, Roos & Associates, Inc. (MRA).

SUMMARY: Approval of these contracts will provide the necessary professional civil engineering services on a task order basis, for Palm Beach County (County) projects, as required 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 solicitation for design professionals was advertised on August 19, 2018, August 26, 2018 and August 31, 2018, prior to the effective date of the Equal Business Opportunity Ordinance and pursuant to the Small Business Enterprise (SBE) Ordinance requirements in effect at that time, with final selection taking place on January 24, 2019. The SBE goal for all contracts is 15%. MCI committed to 43% SBE participation, CDI committed to 90%, KAI committed to 97%, and MRA committed to 82%. MCI, CDI, KAI, and MRA are all County based companies. CDI, KAI and MRA are certified SBE companies. Countywide (YBH)

Background and Justification: On January 24, 2019, the Consultant's Competitive Negotiations Act Selection Committee selected MCI, CDI, KAI and MRA and, in accordance with PPM No. CW-O-048, the Board of County Commissioners (BCC) was notified of the selection on January 28, 2019. The County now desires MCI, CDI, KAI and MRA to provide the necessary professional services.

After reviewing the attached contracts and finding them in proper order, staff recommends BCC approval. Approval of these contracts will ensure the continued process of professional services required by the County.

Attachments:

- 1. Contract with MCI with Exhibits "A", "B", "C", "D" and Certificate of Insurance (2)
2. Contract with CDI with Exhibits "A", "B", "C", "D" and Certificates of Insurance (2)
3. Contract with KAI with Exhibits "A", "B", "C", "D" and Certificate of Insurance (2)
4. Contract with MRA with Exhibits "A", "B", "C", "D" and Certificates of Insurance (2)

Recommended by: [Signature] County Engineer Date 5/14/19

Approved By: [Signature] Assistant County Administrator Date 5/21/19

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures	\$ -0-	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	-0-	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	\$ **	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)					

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

Budget Account No:

Fund Dept Unit Object

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: *Amrill to*

III. REVIEW COMMENTS

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

[Signature] 5/13/19
 OFMB 8/5/14 Contract Dev. and Control
 5/14 *jm 5/14* *[Signature]* 5/20/19

B. Approved as to Form and Legal Sufficiency:

[Signature] 5/21/19
 Assistant County Attorney

C. Other Department Review:

 Department Director

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