

**BOARD OF COUNTY COMMISSIONERS  
BOARD MEETING  
PALM BEACH COUNTY, FLORIDA**

**ADDITIONS, DELETIONS, & SUBSTITUTIONS**

**SEPTEMBER 10, 2019**

<u>PAGE</u>	<u>ITEM</u>	
11	2D-1	<b>REVISED SUMMARY:</b> At the February 6, 2018 Board of County Commissioners Meeting, direction was given to the County Administrator to <del>bring back submit monthly as a receive and file once a month</del> a status report of the board directives <del>to date</del> . <del>The categories of the board directives reflect two groups:</del> <u>The report categorizes: 1) In Process Items and 2) Completed Items.</u> The report continues to be updated on an on-going basis. (Admin)
12	2E-Dist 3	<b>ADD-ON:</b> Request for off-site Proclamation declaring October 5-6, 2019 as National Firefighter Memorial Weekend in Palm Beach County
55	3L-2*	<b>REVISED SUMMARY:</b> Olsen has planned to achieve 50.6% cumulative SBE-M/WBE participation on the contract, including this task order. <del>FEMA Project Worksheet #04068 has identified \$22.9 million for Hurricane Irma damages to facilitate reimbursement of Project costs.</del> (ERM)
62	3X-1	<b>DELETED FOR FURTHER STAFF REVIEW: <del>Staff recommends motion to: A) receive and file</del></b> executed Amendment 2 for Subcontract (#18SAS26) with the Florida Council Against Sexual Violence (FCASV) in the amount of \$202,789 to <del>define tasks and deliverables for the period of August 1, 2019 through July 31, 2020, to provide sexual assault services for adult, youth, and child victims; and (Public Safety)</del>
80	5B-2	<b>REVISED MOTION: Staff recommends motion to: A) adopt</b> a resolution by the Board of County Commissioners of Palm Beach County, Florida, recommending approval of Project League, a company authorized to do business in the State of Florida, as a Qualified Target Industry (QTI) business pursuant to Section 288.106, Florida Statutes; providing for local financial support for the Qualified Target Industry Tax Refund Program <u>High Impact Sector Bonus</u> not to exceed \$21,000 over a six year period; providing for severability; providing for an effective date; and (HES)
80	5B-3	<b>REVISED MOTION AND SUMMARY: Staff recommends motion to approve:</b> <b>A)</b> the Contract for Sale and Purchase form for use in conjunction with the sale of affordable and workforce housing units acquired by the County in <u>Silverwood Estates</u> ; <b>B)</b> acceptance of deposits and sales proceeds from homebuyers; and <b>C)</b> delegation of authority to the County Administrator or designee to execute all documents related to the sale of the aforesaid housing units. <b>SUMMARY:</b> Staff recommends the Board of County Commissioners' (BCC) approval of the Contract for Sale and Purchase form for use in conjunction with the sale of affordable and workforce housing units acquired by the County in <u>Silverwood Estates</u> and acceptance of deposits and sales proceeds from homebuyers. In June of 2019, the County acquired six units from Lennar Homes, LLC, in the Silverwood Estates development, and is currently in the process of selling those units to qualified buyers as part of the Workforce Housing Program Financial Assistance Strategy. If approved, this sales contract form will be used as the agreement for those sales. The funds received by the County resulting from the sale of these units will be returned to the Workforce Housing Trust Funds. <del>Additionally, the County also receives properties via foreclosure or escheatment. When sold the Department of Housing and Economic Sustainability would use the same sales contract, using the appropriate housing program language.</del> (HES)

- 85 5E-1 **ADD-ON: Staff recommends motion to approve:** a Temporary Easement Agreement for Construction Access and Staging (Agreement) with the City of Boynton Beach (City) for the Ocean Ridge Shore Protection Project (Project), beginning upon execution and terminating in two years. **SUMMARY:** The Agreement grants the County and its assigns an easement through Boynton Beach Oceanfront Park (BBOP) to transport construction equipment and materials onto and off the beach during mobilization, construction, and demobilization of the Project and grants a staging area for equipment and materials in support of the Federal Shore Protection Project. On September 2, 2019, U.S. Army Corps of Engineers (USACE) notified the County that a fully executed Agreement must be received by September 11, 2019, or the Federal solicitation for this 100% federally funded Project will be modified to include the Project as an optional line item. Identifying the project as an optional line item may jeopardize the construction and funding of the Project if the contractor experiences construction delays with other projects included in the solicitation. Due to time constraints imposed by USACE, the City has placed the Agreement on a special meeting agenda for the evening of September 10, 2019. The expedited schedule will require BCC approval of the Agreement prior to the City execution; however, the City has expressed their intent to cooperate in a Letter of Support to the USACE. Final execution by the County will not occur until after City execution. The Agreement will continue in effect until September 10, 2021. **There is no cost to the County.** District 4 (SS) (ERM)
- 85 5F-1 **ADD-ON: Staff recommends motion to adopt:** a resolution providing for an exemption from general aviation landing fees and fuel flowage fees for hurricane relief flights to the Bahamas; providing for severability; and providing for an effective date and expiration date. **SUMMARY:** This resolution provides for an exemption from the payment of general aviation landing fees at the Palm Beach International Airport (PBI) and from the payment of fuel flowage fees at PBI and the Palm Beach County Park Airport (Lantana Airport), North County General Aviation Airport (North County Airport) and Palm Beach County Glades Airport (Pahokee Airport) for flights providing humanitarian relief to the Bahamas in response to Hurricane Dorian. General aviation landing fees and fuel flowage fees are collected by fixed base operators on behalf of Palm Beach County. Fixed base operators will be required to provide documentation to the Department of Airports regarding all exempt flights to ensure the exemptions are limited to flight operations being conducted for humanitarian purposes at no cost or expense to the victims of Hurricane Dorian. Fixed base operators at the County's airports have begun assisting in coordination of hurricane relief and recovery flights to the Bahamas. In order to support hurricane relief and recovery flights, the Department of Airports is recommending humanitarian flights to the Bahamas be exempt from general aviation landing fees and fuel flowage fees. The effective date of this resolution will be retroactive to September 4, 2019, when hurricane relief flights commenced and will expire on September 30, 2020. Countywide (AH) (Airports)
- 85 5G-1 **ADD-ON: Staff recommends motion to: A) adopt** a resolution authorizing participation in the Public Emergency Medical Transportation (PEMT) supplemental payment program for Medicaid managed care patients; delegating authority to execute Letter(s) of Agreement (LOA) with the State of Florida relating to intergovernmental transfers to the State; and delegating authority to execute other documents necessary to participate in this program; and **B) approve** a budget transfer of \$400,000 within the Fire/Rescue MSTU Fund (Fund 1300) in FY 2020 to fund intergovernmental transfer(s) required for the PEMT supplemental payment program for Medicaid managed care patients. **SUMMARY:** Recently, the State of Florida, Agency for Health Care Administration (AHCA) established a Medicaid supplemental program to address Medicaid payment inadequacy. The Florida Medicaid Managed Care Supplemental Payment Program (also known as the MCO program) will allow qualifying government owned ambulance providers to receive supplemental payments for emergency transports of Medicaid managed care patients. In order to guarantee Federal share funding, intergovernmental transfers (IGT) from PEMT providers are required to cover the State's share of the MCO program. It is expected that for each \$1 provided by the IGT, approximately \$2.60 will be received in revenue, for an estimated net revenue of \$600,000. As of September 6, 2019, the LOA to be executed has not been received from AHCA; however, the deadline to return the LOA remains October 1, 2019. Countywide (SB) (Fire Rescue)

**NOTE:** Items that were revised, added, deleted, or backup submitted and were not listed on the preliminary addition/deletion sheet distributed to the Board the prior day are noted with an asterisk (\*).

**ORDER OF BUSINESS  
BOARD OF COUNTY COMMISSIONERS  
BOARD MEETING  
PALM BEACH COUNTY, FLORIDA**

**SEPTEMBER 10, 2019**

**TUESDAY  
9:30 A.M.**

**COMMISSION  
CHAMBERS**

- 1. CALL TO ORDER**
  - A. Roll Call
  - B. Invocation
  - C. Pledge of Allegiance
  
- 2. AGENDA APPROVAL/SPECIAL PRESENTATIONS/BCC AND STAFF COMMENTS**
  - A. Additions, Deletions, Substitutions
  - B. Adoption
  - C. Special Presentations (Page 10)
  - D. Staff Comments (Page 11)
  - E. Commissioner Comments (Page 12)
  
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- 6. BOARD APPOINTMENTS (Page 85)**
  
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- 2C-4 National Hispanic Heritage Month
- 2C-5 Infant Mortality Awareness Month
- 2C-6 Diaper Need Awareness Week
- 2C-7 Goliath Grouper Scuba Diving Awareness Month
- 2C-8 Palm Beach Partners Business Matchmaker Conference and Expo Day

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- 3C-5 Amendment to contract with Stanley Consultants, Inc. for design of Florida Mango Road from 10<sup>th</sup> Avenue North to Edgewater Drive
- 3C-6 Subordination of utility interests for additional facility relocations with Florida Power & Light Company

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- 3C-7 Resolution authorizing conveyance of a parcel at Boynton Beach Boulevard and Acme Dairy Road to the Florida Department of Transportation
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SEPTEMBER 10, 2019

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**ADJOURNMENT** (Page 87)

**2C. SPECIAL PRESENTATIONS – 9:30 A.M.**

1. Proclamation honoring Judge Jeffrey Colbath (Sponsored by Vice Mayor Kerner)
2. Proclamation declaring September 2019 as Palm Beach County Senior Center Month in Palm Beach County (Sponsored by Commissioner Weiss)
3. Proclamation declaring October 2019 as Domestic Violence Awareness Month in Palm Beach County (Sponsored by Commissioner McKinlay)
4. Proclamation declaring September 15 – October 15, 2019 as National Hispanic Heritage Month in Palm Beach County (Sponsored by Commissioner Weiss)
5. Proclamation declaring September 2019 as Infant Mortality Awareness Month in Palm Beach County (Sponsored by Commissioner McKinlay)
6. Proclamation declaring September 23-29, 2019 as Diaper Need Awareness Week in Palm Beach County (Sponsored by Mayor Bernard)
7. Proclamation declaring September 2019 as Goliath Grouper Scuba Diving Awareness Month in Palm Beach County (Sponsored by Commissioner Berger)
8. Proclamation declaring September 20, 2019 as Palm Beach Partners Business Matchmaker Conference and Expo Day in Palm Beach County (Sponsored by Mayor Bernard)

\* \* \* \* \*

2D. STAFF COMMENTS

1. ADMINISTRATION COMMENTS

Staff recommends motion to receive and file: the updated Board Directive Reports which include in process and completed board directive items. **SUMMARY:** At the February 6, 2018 Board of County Commissioners Meeting, direction was given to the County Administrator to ~~bring back~~ submit monthly ~~as a receive and file once a month~~ a status report of the board directives ~~to date~~. ~~The categories of the board directives reflect two groups:~~ The report categorizes: 1) In Process Items and 2) Completed Items. The report continues to be updated on an on-going basis. Countywide (DN)

2. COUNTY ATTORNEY

SEPTEMBER 10, 2019

**2E. COMMISSIONER COMMENTS**

**District 1 – COMMISSIONER HAL R. VALECHE**

**District 2 – COMMISSIONER GREGG K. WEISS**

**District 3 – COMMISSIONER DAVE KERNER**

**ADD-ON:** Request for off-site Proclamation declaring October 5-6, 2019 as National Firefighter Memorial Weekend in Palm Beach County

**District 4 – COMMISSIONER ROBERT S. WEINROTH**

Request off-site Proclamation declaring September 2019 as Diaper Awareness Month

**District 5 - COMMISSIONER MARY LOU BERGER**

**District 6 - COMMISSIONER MELISSA MCKINLAY**

**District 7 – COMMISSIONER MACK BERNARD**

3. CONSENT AGENDA APPROVAL

A. ADMINISTRATION

1. Staff recommends motion to adopt: a resolution of the Board of County Commissioners of Palm Beach County, Florida (Board), authorizing the County to renew the Southeast Sustainability Directors Network (SSDN), ICLEI – Local Governments for Sustainability (ICLEI), and Resiliency Florida to help advance the County’s resilience initiatives. **SUMMARY:** The Board authorized the creation of the Office of Resilience (OOR) to serve as a resource, catalyst, and advocate for Palm Beach County’s resilience and sustainability efforts. OOR seeks to help advance its initiatives by renewing its SSDN, ICLEI, and Resiliency Florida memberships. SSDN is a professional network of local government officials who collaborate to accelerate sustainable best practices of the region and help members build capacity. ICLEI is a global network of communities that provides tools for measuring and reducing greenhouse gas emissions. Resiliency Florida is a non-profit organization that promotes state and regional resilient strategies and helps communities plan for, and adapt to, extreme weather impacts. Funding is available in the current FY2019 budget to support the \$8,688 in total membership fees. Countywide (RPB)
  
2. Staff recommends motion to receive and file: two executed indemnification agreements received during the months of June 2019 and July 2019 between Florida Resiliency and Energy District (FRED) and Palm Beach County, Florida and between Florida PACE Funding Agency (FPFA) and Palm Beach County, Florida. **SUMMARY:** The Board of County Commissioners (BCC) has authorized a Property Assessed Clean Energy (PACE) program for third parties to provide funding for energy efficiency, renewable energy, and wind resistant improvements for residential and commercial properties by levying non-ad valorem assessments on property owners’ tax bills. The County enters into interlocal agreements with multiple PACE agencies/authorities/districts (District) for them to provide the financing for qualifying improvements. Having more than one District encourages competition and provides consumer choice. FRED is a District seeking to add Greenworks Lending as a PACE administrator for commercial projects. The County Administrator signed an indemnification agreement (Indemnification Agreement 1) between the County and Greenworks Lending on June 27, 2019, which acknowledges that Greenworks Lending is a third-party administrator for FRED and that Greenworks Lending agrees to indemnify and hold the County harmless as Greenworks Lending assists FRED. Additionally, FPFA is a District seeking to add Energy Efficient Equity (E3) as a PACE administrator for commercial projects. The County Administrator signed an indemnification agreement (Indemnification Agreement 2) between the County and E3 on July 26, 2019, which acknowledges that E3 is a third-party administrator for FPFA and that E3 agrees to indemnify and hold the County harmless as E3 assists FPFA. Countywide (SS)

3. CONSENT AGENDA APPROVAL

A. ADMINISTRATION

3. Staff recommends motion to approve: the appointment of three members to the Water Resources Task Force (WRTF) and the reappointment of two current members to the WRTF.

<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Nominated By</u>	<u>Term</u>
1	Monica Mayotte	Member	League of Cities	9/10/19 – 9/30/21
2	Don MaGruder	Member	League of Cities	9/10/19 – 9/30/21
9	Tommy Strowd	Member	Lake Worth Drainage District	10/1/19 – 9/30/22
<u>Seat No.</u>	<u>Reappointment</u>	<u>Seat Requirement</u>	<u>Nominated By</u>	<u>Term</u>
14	Michael Johnson	Member	Indian Trail Improvement District	10/1/19 – 9/30/22
14	Greg Shafer	Alternate	Indian Trail Improvement District	10/1/19 – 9/30/22

**SUMMARY:** The WRTF is comprised of a total of 28 representatives (14 members and 14 designated alternates for each seat). The 14 seats are as follows: six City elected officials; one County Commissioner (or their appointee); one water and/or wastewater provider or utility official; one Lake Worth Drainage District representative; one drainage/ water control district elected official; one South Florida Water Management District Governing Board member; one environmental representative; one land owner in Palm Beach County actively farming that land to represent agricultural interests; and one Indian Trail Improvement District (ITID) representative. The diversity of the current 11 WRTF members and 8 alternates is as follows: 19 Caucasian (100%). The gender ratio (female:male) is 3:16. One of the League of Cities appointees being recommended is a Caucasian female. The other two appointments and the two reappointments being recommended are Caucasian males. Since there are two reappointments and the appointee for member Seat No. 2 is vacating alternate Seat No. 6, seven alternate seats and the water/wastewater provider/utility official member seat remain vacant at this time. Staff is actively seeking to increase diversity on this board. Countywide (MJ)

4. Staff recommends motion to approve: the appointment of Commissioner Mary Lou Berger to serve as a Regular member of the Elections Canvassing Board and Commissioner Gregg Weiss to serve as an Alternate member of the Elections Canvassing Board. **SUMMARY:** On July 1, 2019, County Administration sent a memorandum to the Board of County Commissioners (Board) requesting affirmation of members of the Board interested in serving as members of the Elections Canvassing Board. Commissioner Mary Lou Berger responded with her interest to serve as the Regular member and Commissioner Gregg Weiss responded with his interest to serve as the Alternate. Countywide (AH)
5. Staff recommends motion to approve: a resolution urging the United States Congress to support legislation that will enhance and expand coverage under the Mental Health Parity and Substance Use Disorder Act. **SUMMARY:** On August 20, 2019, the Board of County Commissioners directed staff to write a resolution urging the United States Congress to support legislation that will enhance and expand coverage under the Mental Health Parity and Substance Use Disorder Act. Congress passed the landmark Mental Health Parity and Addiction Equity Act of 2008, with overwhelming bipartisan support to end discrimination in mental health and substance use disorder insurance coverage, and President George W. Bush signed it into law on October 3, 2008. Despite the 2008 law, lack of mental health parity continues to limit insurance-covered access to care, which causes personal suffering and other handicaps, economic and legal burdens, and a loss of productivity for those persons so affected, as well as our entire community. Countywide (AH)

3. CONSENT AGENDA APPROVAL

B. CLERK & COMPTROLLER

1. **Staff recommends motion to receive and file:** Warrant List – Backup information can be viewed in the Clerk & Comptroller’s Office.
2. **Staff recommends motion to approve:** the following final minutes of the Board of County Commissioners’ meetings:

Meeting Type	Meeting Date
Regular	July 2, 2019
Comprehensive Plan	July 22, 2019

3. **Staff recommends motion to approve:** Contracts (regular) and claim settlements list as submitted by various departments to the Clerk & Comptroller’s Office. Countywide
4. **Staff recommends motion to receive and file:** change orders, work task orders, minor contracts, final payments and other items approved by the Contract Review Committee and by the department heads for the Engineering Department; Facilities Development and Operations; Water Utilities Department; Environmental Resources Department; and the Department of Airports during November 2017. Countywide
5. **Staff recommends motion to receive and file proof of publications:** “Unclaimed Monies” advertised by the Clerk & Comptroller of Palm Beach County. **SUMMARY:** Pursuant to Section 116.21, Florida Statutes, the Clerk advertised certain unclaimed monies held which are subject to forfeiture to Palm Beach County. Section 116.21, Florida Statutes, requires that the proof of publication “shall be filed and recorded in the minutes of the County Commission of such county.” Countywide

C. ENGINEERING & PUBLIC WORKS

1. **Staff recommends motion to adopt:** two resolutions to declare the acquisition of properties designated as parcels 152 and 153 as fee simple whole takes necessary for the construction of roadway improvements on Royal Palm Beach Boulevard from M-Canal to Orange Boulevard (Project). **SUMMARY:** Adoption of these resolutions will initiate eminent domain proceedings pursuant to Chapters 73, 74, 127, and Section 337.27, Florida Statutes, as amended, against two parcels having a total appraised value of \$230,490. The parcels are necessary for the construction of a five-lane roadway with curb and gutter, sidewalks on both sides, and new drainage on Royal Palm Beach Boulevard from M-Canal to Orange Boulevard. The scope also includes off-site drainage retention ponds. To date, the property owners have not accepted the offers to purchase made by Palm Beach County and attempts to negotiate the purchases have been unsuccessful. Eminent domain proceedings are necessary to acquire the parcels at this time in order to expedite construction of the Project, which is funded in the current Five Year Road Program. District 6 (MAB)

3. CONSENT AGENDA APPROVAL

C. ENGINEERING & PUBLIC WORKS (Cont'd)

2. Staff recommends motion to adopt: a resolution to approve the recordation and filing of a maintenance map specific purpose survey for Palm Beach County (County) certifying that the street designated as Bimini Lane from Military Trail to 1300' +/- west (Bimini Lane) has been maintained or repaired continuously and uninterrupted by the County for more than seven years, and all rights, title, easement, and appurtenances in and to Bimini Lane are therefore vested in the County. **SUMMARY:** Adoption of this resolution will confirm that in accordance with Section 95.361(2), Florida Statutes, which provides that upon seven years of continuous and uninterrupted maintenance or repair of a roadway by the County, title to Bimini Lane becomes vested in the County for the extent in width that has been actually maintained. The Engineering and Public Works Department's Road and Bridge Division director has certified the limits of maintenance on the maintenance map specific purpose survey. District 7 (YBH)
  
3. Staff recommends motion to approve:
  - A) an amendment to the Infrastructure Surtax (IST) Project Plan approved by the Board of County Commissioners on April 4, 2017, to increase the budget for the Jog Road from Summit Boulevard to Gun Club Road resurfacing project (Project) from \$400,000 to \$480,000; and
  
  - B) a budget transfer of \$80,000 within the Infrastructure Sales Tax Fund from reserves to increase the budget for the Project.

**SUMMARY:** Approval of the amendment and budget transfer will increase the funding for the Project from \$400,000 to \$480,000. The increase in cost is due to additional drainage repair costs and higher unit construction costs in our annual construction contracts. The \$80,000 will be transferred from the Engineering Department's IST Reserve account. The Sales Tax Oversight Committee reviewed this request at their August 15, 2019 meeting and approved it unanimously. **This Project is funded through the infrastructure sales tax.** District 2 (YBH)
  
4. Staff recommends motion to approve:
  - A) an amendment to the Infrastructure Surtax (IST) Project Plan approved by the Board of County Commissioners on April 4, 2017, to increase the budget for the Frederick Small Road from Military Trail to Palmwood Road resurfacing project (Project) from \$200,000 to \$280,000; and
  
  - B) a budget transfer of \$80,000 within the Infrastructure Sales Tax Fund from reserves to increase the budget for the Project.

**SUMMARY:** Approval of the amendment and budget transfer will increase the funding for the Project from \$200,000 to \$280,000. The increase in cost is due to higher unit construction costs in our annual construction contracts. The \$80,000 will be transferred from the Engineering Department's IST Reserve account. The Sales Tax Oversight Committee reviewed this request at their August 15, 2019 meeting and approved it unanimously. **This Project is funded through the infrastructure sales tax.** District 1 (YBH)

3. CONSENT AGENDA APPROVAL

C. ENGINEERING & PUBLIC WORKS (Cont'd)

5. Staff recommends motion to approve:

**A)** the first amendment to the engineering design services contract (R2016-1104) dated September 13, 2016 with Stanley Consultants, Inc. (SCI) for the design of Florida Mango Road from 10<sup>th</sup> Avenue North to Edgewater Drive (Project); and

**B)** Supplement No. 1 (supplement) to the contract with SCI in the amount of \$188,351.10 for additional design services for the Project.

**SUMMARY:** Approval of this first amendment will update the language of the termination section, criminal history records check section, non-discrimination section, scrutinized companies section and add the vendor self-service registration required section to be compliant with current Palm Beach County (County) standards. Approval of this supplement will provide the additional design services necessary for the project. The additional services include revisions to the roadway typical sections to meet updated County standards, additional analysis of sidewalk location and drainage design to minimize and avoid right-of-way impacts, and revisions to the permits for the project. The solicitation for design professionals was advertised on January 17, 2016 and January 24, 2016, according to the Small Business Enterprise (SBE) Ordinance in place at that time, with final selection taking place on March 29, 2016. The SBE participation for all contracts is 15%. SCI committed to 18% SBE participation. The participation for this supplement is 17.2% and the cumulative SBE participation to date including this Supplement is 17.89%. SCI is a Palm Beach County based company. District 3 (YBH)

6. Staff recommends motion to approve: a subordination of utility interests and agreement for reimbursement for additional facility relocations with Florida Power & Light Company (FPL) on a parcel of land located on North Haverhill Road north of Okeechobee Boulevard. **SUMMARY:** Approval of the subordination agreement will subordinate FPL's utility easement interests and allow Palm Beach County (County) to accept a warranty deed for additional right-of-way. As part of the development conditions associated with Haverhill Commons, the property owners are required to provide the County with 12 feet of additional right-of-way on North Haverhill Road, north of Okeechobee Boulevard. This right-of-way is encumbered by FPL utility easements. The subordination agreement requires FPL to relocate any facilities it may have from the dedicated right-of-way, when and if requested by the County, and requires the County to pay for reasonable relocation costs of said facilities. The property owners have provided \$15,000 to the County for those future costs. District 7 (YBH)

3. CONSENT AGENDA APPROVAL

C. ENGINEERING & PUBLIC WORKS (Cont'd)

7. Staff recommends motion to:

**A) adopt** a resolution to authorize the conveyance of one fee simple parcel designated as Parcel 101, recorded in Official Record Book 30240, page 1865, necessary for the construction of intersection improvements at Boynton Beach Boulevard and Acme Dairy Road (Project) to the Florida Department of Transportation (FDOT); and

**B) approve** a Palm Beach County (County) deed to convey to FDOT Parcel 101 for the project.

**SUMMARY:** Adoption of this resolution will authorize a County deed to convey Parcel 101 to FDOT for the project. The County is extending the eastbound right turn lane on Boynton Beach Boulevard at Acme Dairy Road. Boynton Beach Boulevard/SR 804 is a State Road. FDOT has requested that Parcel 101 be conveyed free and clear of all encumbrances and rights of entry. Now that the construction for the right turn lane is ready to commence, the permit requires the County to convey Parcel 101 to FDOT. **In accordance with Palm Beach County ordinance (2009-052), a supermajority vote (5 votes) is required by the Board of County Commissioners (BCC) for all transfers of fee simple real property that requires BCC approval.** District 5 (YBH)

8. Staff recommends motion to approve: an Interlocal Agreement (Agreement) with the Indian Trail Improvement District (District) in an amount not to exceed \$24,000 per year, to provide for the mowing and grading (Maintenance) on 60<sup>th</sup> Street North from Avocado Boulevard to 120<sup>th</sup> Avenue North. **SUMMARY:** Approval of this Agreement will allow the District to provide Maintenance on the unpaved portion of 60<sup>th</sup> Street North, located within the District's boundary, at a yearly cost of \$24,000. This annual amount was calculated based on the expected Maintenance cost that Palm Beach County anticipates for the road over the course of a year. District 6 (YBH)

3. CONSENT AGENDA APPROVAL

C. ENGINEERING & PUBLIC WORKS (Cont'd)

9. Staff recommends motion to:

**A) approve** a partial release of drainage easement to United Technologies Corporation (UTC) located at their industrial complex on Innovation Drive west of Beeline Highway; and

**B) accept** a drainage easement from UTC adjacent to the proposed partial release of drainage easement.

**SUMMARY:** UTC is requesting a partial release of a portion of a Palm Beach County (County) drainage easement. The easement is located within UTC's industrial complex on Innovation Drive west of Beeline Highway. UTC is proposing to expand their Special Technologies Building and a portion of the easement is in conflict with the proposed improvements. UTC will provide a new drainage easement, adjacent to this easement, with an equivalent drainage benefit to the County. District 1 (YBH)

10. Staff recommends motion to adopt: a resolution to declare the acquisition of properties designated as parcel 101 as fee simple road right-of-way, and parcel 201 as a permanent easement, as necessary for the construction of intersection improvements at PGA Boulevard and North Military Trail (Project). **SUMMARY:** Adoption of this resolution will initiate eminent domain proceedings pursuant to Chapters 73, 74, 127, and Section 337.27, Florida Statutes, as amended, against parcels 101 and 201 having a total appraised value of \$333,700. The parcels are necessary for the construction of a new right turn lane, including earthwork, gravity wall, asphalt pavement, curb and gutter, sidewalk, and traffic signal mast arms on North Military Trail at PGA Boulevard. To date, the property owner has been cooperating with Palm Beach County (County); however, the owner has been unable to obtain releases from the tenants, and therefore cannot deliver clear title to the County. Attempts to negotiate tenant releases have been unsuccessful. Eminent domain proceedings are necessary to clear the title and acquire the parcels at this time in order to expedite construction of the Project, which is funded in the current Five Year Road Program. District 1 (MAB)

11. Staff recommends motion to approve:

**A)** an annual traffic signal contract with Gerelco Traffic Controls, Inc. (Gerelco) in an amount not to exceed \$3,000,000; and

**B)** an annual traffic signal contract with Ferreira Construction Southern Division Co., Inc. (Ferreira) in an amount not to exceed \$3,000,000.

**SUMMARY:** Approval of these contracts will provide for the installation of signals, furnishing of signal products, removal and disposal of old signals and/or resetting existing signals, on an as needed basis. This contract was presented to the Office of Equal Business Opportunity and a waiver of the Affirmative Procurement Initiatives was granted based on the limited availability of highly specialized qualified S/M/WBEs to perform the functions of the specialized nature of the work constructing traffic signals. Gerelco is a St. Lucie County based company and Ferreira is a Martin County based company. These contracts will be in effect for 12 months from the date of approval by the Board of County Commissioners and may be extended for a defined period of time, not to exceed 36 months total contract time. Countywide (YBH)

3. CONSENT AGENDA APPROVAL

C. ENGINEERING & PUBLIC WORKS (Cont'd)

12. Staff recommends motion to approve: Work Order 2018051-53 in the amount of \$832,000 to mill and resurface Old Dixie Highway from SW 18<sup>th</sup> Street to Glades Road utilizing Palm Beach County's (County) annual asphalt milling and resurfacing contract R2018-1533 (Contract) with Ranger Construction Industries, Inc. (Ranger). **SUMMARY:** Per County PPM CW-F-050, this work order exceeds the \$200,000 threshold for staff approvals of work orders to annual contracts, thus requiring approval from the Board of County Commissioners. Approval of this work order will allow the contractual services necessary to construct the improvement. Prior to this work order, approximately \$10 million of Ranger's \$16 million Contract has been spent or encumbered. This annual construction bid was solicited on July 8, 2018, prior to the effective date of the Equal Business Opportunity Ordinance and pursuant to the Small Business Enterprise (SBE) Ordinance at the time. The annual contract is scheduled for renewal by October 15, 2019. On October 16, 2018, the BCC approved the Contract with Ranger to provide milling and resurfacing of County roadways for countywide projects. Ranger proposed 15% SBE participation for the Contract and for this work order. Approval of this work order will result in a cumulative SBE participation of 15% for all the work orders issued under the Contract. District 4 (YBH)
  
13. Staff recommends motion to approve: Work Order 2018051-54 in the amount of \$375,000 to mill and resurface Bolles Canal Road from 1.7 to 3.2 miles west of US 27 utilizing Palm Beach County's (County) annual asphalt milling and resurfacing contract R2018-1533 (Contract) with Ranger Construction Industries, Inc. (Ranger). **SUMMARY:** Per County PPM CW-F-050, this work order exceeds the \$200,000 threshold for staff approvals of work orders to annual contracts, thus requiring approval from the Board of County Commissioners (BCC). Approval of this work order will allow the contractual services necessary to construct the improvement. Prior to this work order, approximately \$10 million of Ranger's \$16 million Contract has been spent or encumbered. This annual construction bid was solicited on July 8, 2018, prior to the effective date of the Equal Business Opportunity Ordinance and pursuant to the Small Business Enterprise (SBE) Ordinance at the time. The annual contract is scheduled for renewal by October 15, 2019. On October 16, 2018, the BCC approved the Contract with Ranger to provide milling and resurfacing of County roadways for countywide projects. Ranger proposed 15% SBE participation for the Contract and for this work order. Approval of this work order will result in a cumulative SBE participation of 15% for all the work orders issued under the Contract. District 6 (YBH)
  
14. Staff recommends motion to approve: Change Order No. 2 with J.W. Cheatham, LLC (JWC) in the amount of \$20,983 and a time extension of 143 days to the Silver Beach Road, east of Congress Avenue to Old Dixie Highway Project R2018-1330 (Project). **SUMMARY:** Per PPM CW-F-050, this change order exceeds the cumulative threshold relating to staff approvals of change orders to contracts, and requires the Board of County Commissioners (BCC) approval. Change Order No. 2 will compensate JWC for costs and delays associated with the discovery and removal of gopher tortoises within the project limits, and will extend the contract time 143 days. The contract was approved on September 18, 2018, prior to the effective date of the Equal Business Opportunity Ordinance and pursuant to the Small Business Enterprise (SBE) Ordinance at the time. The SBE goal for all contracts is 15%. JWC proposed 15.5% SBE participation. The SBE participation for this change order is 29%, and the cumulative SBE participation to date including this change order is 0.1%. However, JWC expects to meet their SBE goal by completion of this contract. District 7 (YBH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES

1. Staff recommends motion to:

**A) receive and file** a funding allocation notification for Phase 36 of the Emergency Food and Shelter Program (EFSP), for the period February 1, 2019 through January 31, 2020, in an amount not to exceed \$209,849, for the provision of rental payments to assist individuals and families in crisis; and

**B) approve** a budget amendment of \$118,322 in the Human Services Division General Fund to align the budget with the actual grant award.

**SUMMARY:** The EFSP is a restricted federal grant. The award is administered locally by the United Way of Palm Beach County, Inc. and consists of funding for rental assistance in the amount of \$209,849. On January 15, 2019, the Board of County Commissioners ratified the Mayor's signature on the Phase 36 EFSP application (R2019-0027). On June 19, 2019, EFSP announced allocations for the Phase 36 EFSP Award to Palm Beach County. The funds will be used for homeless prevention services by providing rental assistance for past due rental payments. In 2017, Phase 33 expended 100% of the \$291,427 award and served 375 individuals. In 2018, Phase 34 expended 100% of the \$295,000 award and served 396 individuals. In 2019, Phase 35 expended 100% of the \$240,000 award and served 298 individuals. 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 budget amendment is necessary to align the County budget with the actual grant award. **No County match is required.** (Human Services) Countywide (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

2. Staff recommends motion to approve: Amendment No. 3 to the contract for Provision for Financial Assistance with Southeast Florida Behavioral Health Network, Inc. (R2018-1678) (SEFBHN), to extend the end date from September 30, 2019 to September 30, 2020 and increase the contract amount by \$1,350,000 for a new contract total amount not to exceed \$2,698,000, for the continuation of expanded treatment and respite capacity, recovery support services, planning services, and prevention programs to educate the community about the dangers of opioid use, and programs to support families and women. **SUMMARY:** The Board of County Commissioners (BCC) authorized staff to continue two previous six month contracts with SEFBHN, which were executed for the period October 1, 2018 through September 30, 2019. During this period, treatment and respite capacity were expanded with 253 Palm Beach County residents receiving treatment services and 256 residents receiving respite services. 226 of those residents were successfully placed in an appropriate level of care and 130 received overdose prevention/education and life-skills training. 56 individuals were also engaged in 6 Recovery Community Organization development planning meetings; 148 individuals attended 2 recovery community feedback forums; and two recovery community center sites were preliminarily identified. SEFBHN will continue to subcontract with agencies for the provision of additional capacity and coordinate care for those needing housing and employment support. Amendment No. 3 will continue to provide for the engagement of families with children at risk of addiction through targeted prevention efforts and outreach to women, pregnant women and women with children. The contract with SEFBHN will continue to assist in leveraging existing and future federal, state, and local funding to ensure a seamless continuum of care for residents with substance use disorders, including co-occurring and poly substances, expand recovery support and planning capacity, and expand the existing network of providers to best meet the needs of the community and individuals. Linda Kane, employee of SEFBHN, is a member of the Palm Beach County Homeless Advisory Board (HAB). The HAB provides no regulation, oversight, management, or policy-setting recommendations regarding the agency listed above. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. (Financially Assisted Agencies) Countywide (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

3. Staff recommends motion to approve: contracts for Provision of Services with the below-listed agencies, for the period October 1, 2019, through September 30, 2020, in an amount totaling \$281,905.54 in Emergency Solutions Grant (ESG) funds:

**A)** Adopt-A-Family of the Palm Beaches, Inc.(AAF), in an amount not to exceed \$172,260, to provide rapid re-housing services to families experiencing homelessness;

**B)** Aid to Victims of Domestic Abuse, Inc.(AVDA), in an amount not to exceed \$67,687.54, to provide emergency shelter to individuals fleeing domestic violence; and

**C)** YWCA of Palm Beach County, Inc. (YWCA), in an amount not exceed \$41,958, to provide emergency shelter to individuals fleeing domestic abuse.

**SUMMARY:** On July 2 2019, the Board of County Commissioners (BCC) approved the Palm Beach County Action Plan for Fiscal Year 2019-2020, which allocated \$546,649 in ESG funds to non-profit agencies to provide assistance to the homeless and those at risk of becoming homeless. These contracts will fund activities, which include payment for the cost of operating and maintaining emergency shelters and provide financial assistance to stably house families with the rapid re-housing program. Activities include case management, rental assistance, food, maintenance, utility assistance, security, equipment, insurance and supplies for emergency shelters. The populations being served with ESG funds are homeless individuals and individuals fleeing domestic violence. In 2016, AAF expended 100% of the \$173,488 award and served 84 households, in 2017, 99% of the \$266,416 award was expended and 86 households were served and in 2018, 100% of the \$176,794 award was expended and 55 households were served. AAF is expected to serve 41 households with the rapid re-housing program under this new contract. In 2016, AVDA expended 100% of the \$45,500 award and served 383 individuals, in 2017, 100% of the \$41,183 award was expended and 163 individuals were served and in 2018, 100% of the \$60,000 award was expended and 222 individuals were served. AVDA is expected to serve 41 individuals in emergency shelters under this new contract. In 2016, YWCA expended 100% of the \$43,456 award and served 479 individuals, in 2017, 100% of the \$41,445 award was expended and 409 individuals were served and in 2018, 100% of the \$45,789 award was expended and 416 individuals were served. YWCA is expected to serve 430 individuals in emergency shelter under this new contract. These Federal ESG funds require a matching contribution, which will be provided by the funded agencies. **No County funding is required.** (Division of Human and Veteran Services) Countywide (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

4. Staff recommends motion to approve: amendments to contracts for Provision of Services with the agencies listed below, to extend the end date from September 30, 2019 to September 30, 2021, for an increased amount totaling \$8,124,786, of which \$4,062,393 is budgeted for FY 2020 with an anticipated annual allocation of \$4,062,393 in FY 2021, contingent upon a budgetary appropriation by the Board of County Commissioners (BCC) for the term of these amendments:

**A)** Amendment No. 2 with Gulfstream Goodwill Industries, Inc. (GGI) (R2016-1442), increasing funding by \$4,321,418, of which \$2,160,709 is budgeted for FY 2020 with an anticipated annual allocation of \$2,160,709 in FY 2021, for a new total contract amount not to exceed \$10,803,545, for the provision of engagement, interim housing and rapid re-housing services to homeless individuals;

**B)** Amendment No.3 with Adopt-A-Family of the Palm Beaches, Inc. (AAF) (R2016-1443), increasing funding by \$3,394,356, of which \$1,697,178 is budgeted for FY 2020 with an anticipated annual allocation of \$1,697,178 in FY 2021, for a new total contract amount not to exceed \$8,129,732, for the provision of engagement, interim housing, rapid re-housing and navigation services to homeless families; and

**C)** Amendment No. 2 with The Lord's Place, Inc. (The Lord's Place) (R2016-1444), increasing funding by \$409,012, of which \$204,506 is budgeted for FY 2020 with an anticipated annual allocation of \$204,506 in FY 2021, for a new total contract amount not to exceed \$1,022,530, for the provision of employment counseling services to homeless individuals and families.

**SUMMARY:** The amendments being recommended in this item reflect dollar amounts included in the County Administrator's Proposed FY 2020 budget. The agencies listed will provide a variety of supportive services to homeless individuals and families, which include case management, navigation, employment counseling, engagement, interim housing, rapid re-housing and permanent supportive housing. In 2016, GGI expended 100% of the \$2,160,709 budget for operations, administration and leasing expenses for the Homeless Resource Center (HRC), in 2017, 98% of the \$2,160,709 budget was expended on HRC operations, administration and leasing expenses, and in 2018, 96% of the \$2,160,709 budget was expended on HRC operations and administration expenses. In 2016, AAF expended 99% of the \$1,519,099 budget for HRC operations, administration, family reunification, leasing/utility expenses and mobilization, and served 138 households for hotel and motel assistance services, in 2017, 100% of the \$1,519,099 budget was expended on HRC operations, administration and leasing/utility expenses, and served 141 households for hotel and motel assistance services and in 2018, 100% of the \$1,519,099 budget was expended on HRC operations, administration and leasing/utility expenses, and served 143 households for hotel and motel assistance services. In 2016, The Lord's Place expended 99% of the \$204,506 budget on job training/life skills, job placement, and administration expenses, and served 23 participants achieving 90 day employment, in 2017, 99% of the \$204,506 budget was expended on job training/life skills, job placement and administration expenses, and served 21 participants achieving 90 day employment, and in 2018, 100% of the \$204,506 budget was expended on job training/life skills, job placement, and administration expenses, and served 18 participants achieving 90 day employment. Joshua Butler, an employee of GGI and Whitney Davis, an employee of The Lord's Place, are members of the Palm Beach County Homeless Advisory Board (HAB). The HAB provides no regulation, oversight, management, or policy-setting recommendations regarding the agencies listed above. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. (Division of Human and Veteran Services) Countywide (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

5. Staff recommends motion to approve:

**A)** Standard Agreement No. IR019-9500 for Respite for Elders Living in Everyday Families (RELIEF) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period July 1, 2019 to June 30, 2020 in an amount not-to-exceed \$45,750, to provide outreach, assessment and training of stipend volunteers to homebound seniors for in-home respite to families/caregivers;

**B)** Standard Agreement No. IZ019-9500 for Alzheimer's Disease Initiative (ADI) with AAA, for the period July 1, 2019 to June 30, 2020, in an amount not-to-exceed \$1,049,679, to assist seniors and caregivers by providing in-home services to help seniors live independently;

**C)** Standard Agreement No. IC019-9500 for Community Care for the Elderly (CCE) with AAA, for the period July 1, 2019 to June 30, 2020, in an amount not-to-exceed \$1,628,057, to assist seniors and caregivers by providing in-home services to help seniors live independently;

**D)** Standard Agreement No. IH019-9500 for Home Care for the Elderly (HCE) with AAA, for the period of July 1, 2019 to June 30, 2020, in an amount not-to-exceed \$141,948, to assist seniors and their caregivers with the provision of care in a family-type living arrangement as an alternative to institutional care;

**E)** Memorandum of Understanding (MOU) with the Florida Department of Elder Affairs (DoEA), for the period July 1, 2019 through June 30, 2020, in an amount not to exceed \$2,645 for reimbursement of volunteer support expenses; and

**F)** a budget amendment of \$2,147,094 in the Division of Senior Services (DOSS) Administration Fund to align the budget to the actual grant award.

**SUMMARY:** The agreements allow DOSS to provide services to seniors and their caregivers. Under the RELIEF agreement, DOSS will provide outreach, assessment and training of stipend volunteers to homebound seniors for in-home respite to families/caregivers. RELIEF program services are funded with \$45,750 in State funds and \$63,027 in County funds. The stipends are paid directly to the volunteers through AAA. The RELIEF program served 62 clients and provided 31,620 volunteer hours from Grant Year (GY) 2016 - GY 2019. Under the ADI agreement, DOSS will provide case management, in-home respite and facility-based respite. ADI program services are funded with \$1,049,679 in State funds, \$30,218 in program income funds and \$455,868 in County funds. The ADI program served 302 clients, provided 2,892 hours of case management and 178,987 hours of in-home services from GY 2016 - GY 2019. Under the CCE agreement, seniors and caregivers are assisted with in-home services that help seniors live independently. CCE program services are funded with \$1,628,057 in State funds, \$58,180 in program income funds and \$1,012,966 in County funds. CCE served 676 clients, provided 6,931 hours of case management and 282,909 hours of in-home services from GY 2016-GY 2019. Under the HCE agreement, DOSS assists older adults and caregivers with the provision of care in a family-type living arrangement as an alternative to institutional care. HCE program services are funded with \$141,948 in State funds and \$132,774 in County funds. The HCE program served 167 clients, provided 2,006 hours of case management and 13,405 hours of in-home services from GY 2016-2019. The purpose of the MOU is to designate DOSS as a Senior Companion Program (SCP) Volunteer Station. Designated volunteer stations assist the DoEA with overall program implementation, including volunteer recruitment, training, assignments, performance evaluations, supervision of volunteers and the processing of programmatic and financial reports in accordance with the MOU. This MOU will be utilized to reimburse DOSS \$2,645 for volunteer level II background checks, training, supplies and recognition. DoEA pays the stipends, meals and mileage. The SCP served 64 clients and provided 28,236 hours of companionship from GY 2016-GY 2019. Under this MOU, the Senior Companion volunteers will provide approximately 14,616 hours of companionship to seniors. Sufficient funding is included in the current budget to meet County obligations. The budget amendment is necessary to align the County budget with the actual grant award. DOSS is responsible for providing services north of Hypoluxo Road. The areas of service include all of the districts, excluding District 3, 4, 5 and 7 south of Hypoluxo Road. The Mae Volen Senior Center, Inc. is responsible for providing services in the areas south of Hypoluxo Road. (DOSS) Countywide except for portions of Districts 3, 4, 5, & 7 south of Hypoluxo Road. (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

6. Staff recommends motion to approve: Amendment No. 1 to contract for Provision for Financial Assistance with The Homeless Coalition of Palm Beach County, Inc. (R2019-0939), to extend the end date from September 30, 2019 to March 31, 2020, and increase the contract amount by \$71,200 for a new total contract amount not to exceed \$131,600, to provide stipends and purchase equipment and supplies for the Parks to Work program participants. **SUMMARY:** The Homeless Coalition of Palm Beach County, Inc. (Homeless Coalition) will provide stipends to approximately nine homeless individuals that are referred from the Palm Beach County Division of Human & Veteran Services Homeless Outreach Programs: Parks to Work Initiative and Assertive Community Outreach Initiative or any other outreach efforts. Parks to Works is a program designed to assist homeless individuals who are present in the Palm Beach County parks. Individuals targeted are those that have been homeless for extended periods of time with medical, substance, and/or mental health issues that make them unemployable by mainstream employers. Each program participant will earn \$10 an hour for six hours per day, five days a week. Participants will receive weekly stipends based on hours worked, for a total of 26 weeks and the Homeless Coalition will provide equipment and supplies. Since the program's inception on February 12, 2018, there have been 38 individuals to participate in the Parks to Work program. Currently, 100% of individuals that participated in the programs received intensive case management, which includes: emergency shelter/housing, medical care, substance abuse treatment, mental health, behavioral health, vocational skills, employment skills, and financial education, with 24% of participants obtaining full time employment, and 8% maintaining full time employment outside of the Parks to Work program. Uwe Naujak, an employee of the Homeless Coalition, is a member of the Homeless Advisory Board. This board provides no oversight, regulation, management, or policy-setting recommendations regarding the agency contract listed above. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. (Division of Human and Veteran Services) Countywide (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

7. Staff recommends motion to approve: contracts for Professional Services with the below listed agencies, for the period August 1, 2019 through March 20, 2020, in an amount totaling \$238,360, to provide a variety of training services to low-income participants:

**A)** Christians Reaching Out to Society, Inc. (CROS), in an amount not to exceed \$75,000 to provide gleaning services;

**B)** Nurse Assistant Training School, Inc. (NATS) d/b/a Academy for Nursing and Health Occupations, in an amount not to exceed \$96,720, to provide home health aide and nurse assistant training services;

**C)** Credit Card Management Services, Inc. (CCMS), in an amount not to exceed \$46,640, to provide financial literacy and management services; and

**D)** Gulfstream Goodwill Industries, Inc. (GGI), in an amount not to exceed \$20,000, to provide work readiness training services.

**SUMMARY:** The above agencies are qualified to provide various training services for the Community Action Program (CAP). Funding is provided by the Community Services Block Grant (CSBG). Qualified clients must be residents of Palm Beach County and meet the Federal Poverty Level Guidelines (FPLG). A portion of CSBG funds will be used to provide training for eligible participants. CROS will recruit and coordinate gleaning opportunities through local church, civic and non-profit agencies within the County to develop strong neighborhood relationships, opportunities and support systems. Funding under this new contract will provide 200,000 pounds of food. NATS will provide employment skills training, work readiness training, entrepreneurship training, and job placement services to qualified clients. CCMS will provide financial management training to assist low-income residents in moving towards self-sufficiency. CCMS will provide financial counseling, workshops, seminars, home ownership classes, as well as a variety of services that focus on financial literacy. GGI will provide work ready training services to eligible participants. GGI will assess each participant to develop an employment and training Personal Development Plan (PDP). Resume writing, soft skills training, interviewing skills and career readiness training programs and support services will be available to all participants. NATS, CCMS, and GGI are important components of the CSBG self-sufficiency program. In 2018, 193 participants were enrolled in self-sufficiency trainings and 83 participants out of 193 completed training through either NATS or GGI training programs, while also receiving financial management services through CCMS. A total of 91 participants obtained employment and maintained employment for over a 90 day period. Under the new contracts, NATS will train 15 low-income participants, GGI will train 160 low-income participants and CCMS will assist 200 low-income participants in moving towards self-sufficiency and out of poverty. Joshua Butler, an employee of Gulfstream Goodwill Industries, Inc. is a member of the Homeless Advisory Board (HAB). The HAB provides no regulation, oversight, management, or policy-setting recommendations regarding the agency listed above. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. **No County funds are required.** (Community Action Program) Countywide (HH)

3. CONSENT AGENDA APPROVAL

E. COMMUNITY SERVICES (Cont'd)

8. Staff recommends motion to:

**A) receive and file** contract for Consulting/Professional Services with the Community Caring Center of Palm Beach County, Inc. (CCCPBC), for the period July 1, 2019 through September 30, 2019, in a contract amount totaling \$15,000, for the provision of culinary and entrepreneurship training services to low-income participants; and

**B) approve** Amendment No. 1 to the contract for Consulting/Professional Services with the CCCPBC, for the period July 1, 2019 through September 30, 2019, to increase funding by \$47,500 for a new not to exceed contract amount of \$62,500, and serve an additional 19 participants, for the provision of culinary and entrepreneurship training services to low-income participants.

**SUMMARY:** CCCPBC provides food preparation training and job placement to approximately 30 people each year. The food preparation vocational training program prepares participants for positions in commercial kitchens and for community based food programs. Participants completing the program will obtain the Florida Safe Staff Food Handlers Certification. This program provides opportunities for entrepreneurs to secure catering contracts and bring their products and services to the public. Under this contract, six participants were accepted in the program. In 2018, 11 participants were accepted to the program and 100% of the participants received entrepreneurship certifications and completed their business plans and 55% of the participants obtained living wage jobs in the culinary business. Amendment No. 1 is necessary to increase funding, which allows for an additional 19 participants to be enrolled in the program. The participants will learn basic kitchen skills, resume development, placement support, as well as classes on business development. On February 7, 2017 (Agenda Item 3E-1), the Board of County Commissioners authorized the County Administrator or designee to execute contracts/amendments for this purpose. The Department Director was given signature authority to sign contracts/amendments for amounts not to exceed \$15,000. The amendment amount surpasses the amount authorized by signature authority for the Department Director to execute this amendment. 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. **No County funds are required.** (Community Action Program) Countywide (HH)

F. AIRPORTS

1. Staff recommends motion to receive and file: an Extension of Time to the Joint Participation Agreement (JPA) with the Florida Department of Transportation (FDOT) for Perimeter Fence Improvements at North Palm Beach County General Aviation Airport, Financial Project Number 430950-1-94-01 approved by the Board on December 17, 2013 (R2013-1784 and R2013-1785), and amended on December 2, 2014 (R2014-1809 and R2014-1810), until June 30, 2020. **SUMMARY:** The Extension of Time agreement extends the availability of grant funding to allow for the continuation of project activities at said airport. Delegation of authority for execution of the above Extension of Time to the JPA with the FDOT was approved by the Board on October 18, 2011 (Agenda Item No. 3F11). Countywide (AH)

3. CONSENT AGENDA APPROVAL

F. AIRPORTS (Cont'd)

2. **Staff recommends motion to receive and file:** the Palm Beach International Airport (PBI) Operating Permit (Operating Permit) with Elite Airways LLC, a Nevada limited liability company, commencing May 24, 2019 and terminating May 27, 2019. **SUMMARY:** The PBI Operating Permit enables airline or charter operators to use certain airport facilities on a short-term basis for specific flight operations. Elite Airways used the terminal for two flight operations on May 24, 2019 and May 27, 2019. Delegation of authority for execution of the standard County Palm Beach International Airport Operating Permit was approved by the Board in R2014-1709. Countywide (AH)
3. **Staff recommends motion to approve:** a Utility Easement Agreement (Easement) with Florida Power & Light Company (FPL) for the Drive Shack and Home 2 Suites Hotel developments on County-owned property at the northeast corner of the Palm Beach International Airport (PBI). **SUMMARY:** The Easement will provide electric utility service to the facilities being constructed by Drive Shack Palm Beach LLC (R2017-0939, as amended) and CVH PBI, LLC (R2017-0356, as amended), both being constructed on County-owned property at PBI. The Easement will connect to existing FPL easements and provide a secondary electrical transmission loop in the event of a power disruption. FPL is providing electric utility service to these facilities and requires an easement. Countywide (AH)
4. **Staff recommends motion to approve:** a Utility Easement Agreement (Easement) with Florida Power & Light Company (FPL) for facilities on County-owned property on the west side of the Palm Beach International Airport (PBI). **SUMMARY:** The Easement is part of a secondary electrical transmission loop and provides electric utilities to serve navigational aids and other facilities on the western side of PBI. FPL is providing electric utility service and requires an easement. Countywide (AH)
5. **Staff recommends motion to receive and file:** a fourth amendment to Signatory Airline Agreement with JetBlue Airways Corporation (JetBlue) (R2014-1719, as amended), effective August 1, 2019, adding 177 square feet of space to JetBlue's leasehold at the Palm Beach International Airport (PBI) terminal building for payment of rent in the amount of \$1,739.91. **SUMMARY:** This fourth amendment adds 177 square feet of operations area to JetBlue's leasehold for the period beginning August 1, 2019, and ending September 30, 2019. JetBlue will enter into a new agreement for the term beginning October 1, 2019. Delegation of authority for execution of the standard County agreement above was approved by the BCC in R2014-1033. Countywide (AH)
6. **Staff recommends motion to approve:** a Declaration of Easement (Declaration) for water utility improvements to serve development of facilities on County-owned property under lease to Drive Shack Palm Beach LLC (Drive Shack), on Belvedere Road at Australian Avenue at the Palm Beach International Airport (PBI). **SUMMARY:** Drive Shack is constructing a facility on County-owned property at PBI pursuant to a Development Site Lease Agreement (R2017-0939, as amended). The Water Utilities Department is requesting the Declaration for water utility improvements to provide water and fire hydrant service to the facility. The Declaration provides for the installation, operation and maintenance of water transmission and distribution facilities on the property. Countywide (AH)

3. CONSENT AGENDA APPROVAL

F. AIRPORTS (Cont'd)

7. **Staff recommends motion to approve:** a list of 12 charitable organizations to benefit from the proceeds (coins) from the fountain at Palm Beach International Airport (PBI) during the period October 1, 2019 through September 30, 2020. **SUMMARY:** On March 14, 1989, the Board approved the concept of collecting contributions from PBI's fountain on a monthly basis and contributing the funds to different charitable organizations recommended by the Community Services Department and approved by the Board. The non-profit organizations listed on Attachment A to this agenda item have been recommended by the Community Services Department based on an internal PPM which recommends non-profit organizations that submit Requests for Proposals for funding under the County's Financially Assisted Agency program to receive contributions for the forthcoming fiscal year, commencing October 1, 2019. These funding allocations were approved by the Board on July 2, 2019 (Item #5C-1). Average monthly contributions for the past year have been approximately \$50. In addition, the list will be provided to Paradies-Palm Beach, LLC, PBI's retail concessionaire, who will send the contribution from the fountain in its gift shop areas along with an additional contribution of \$250 to the recommended recipients pursuant to its concession agreement. Countywide (AH)
8. **Staff recommends motion to approve:** an Automated Retail Vending Concession Agreement (Agreement) with NewZoom LLC, a Delaware Limited Liability Company, d/b/a ZoomSystems (ZoomSystems), for an initial term of three years, commencing October 1, 2019 and payment of a minimum monthly guarantee of \$600 per automated retail vending machine location, at the Palm Beach International Airport (PBI). **SUMMARY:** The Agreement provides for the installation and operation of automated retail vending machines at PBI. The initial term commences October 1, 2019 and expires September 30, 2022 with one two-year renewal option. ZoomSystems machines will sell a variety of products, including consumer electronics, health and beauty, and pharmacy-related items. ZoomSystems will pay the greater of a minimum monthly guarantee of \$600 per machine or a privilege fee of 7% of monthly gross revenues earned from machines primarily selling consumer electronics, or 10% of monthly gross revenues earned from machines primarily selling products other than electronics. The actual number of machines may vary as approved by the Department of Airports, but is anticipated to be no more than five. An Airport Concessions Disadvantaged Business Enterprise (ACDBE) participation goal of 5% was established for this concession. ZoomSystems has committed to achieve the 5% ACDBE participation goal. Countywide (AH)
9. **Staff recommends motion to receive and file:** a summary of fees and charges for the standard form Hotel-Motel Courtesy Shuttle Operator Permit (Permit) at the Palm Beach International Airport commencing October 1, 2019, pursuant to Resolution 2017-1020. **SUMMARY:** Commencing October 1, 2019, the annual fee for new or renewed Permits will be increased from \$210 to \$220. Delegation of authority for increases by an amount not to exceed 5% per year was approved in R2017-1020. Countywide (AH)
10. **Staff recommends motion to receive and file:** a Federal Aviation Administration (FAA) Agreement for Transfer of Entitlements from Palm Beach County Glades Airport (PHK) to Palm Beach County Park Airport (LNA) in the amount of \$110,000. **SUMMARY:** The Department of Airports has requested the use of unused entitlement funds at PHK to be utilized for the completion of the Part 150 Noise Compatibility Study at LNA. Delegation of authority for execution of the above FAA Agreement for Transfer of Entitlements was approved by the Board on October 3, 2006 (R2006-2086). Countywide (AH)

3. CONSENT AGENDA APPROVAL

F. AIRPORTS (Cont'd)

11. **Staff recommends motion to approve:** a Consent to Assignment and Assumption of Agreement (Consent) with SE Florida Transportation, LLC, a Florida limited liability company (SEFT) and WHC WPB, LLC, a Florida limited liability company (WHC) for the assignment and assumption of the Airport Ground Transportation Concession Agreement at the Palm Beach International Airport (PBI) (R2015-0776, as amended) (Concession Agreement), effective upon Board approval. **SUMMARY:** SEFT provides on-demand ground transportation services at PBI pursuant to the Concession Agreement, which expires September 30, 2020. SEFT has requested the County's consent to assign the Concession Agreement to WHC. SEFT is a subsidiary of Transdev On-Demand (Transdev), which is divesting its interest in taxi operations throughout the United States. WHC has assumed agreements from Transdev, or its subsidiaries, in other similar markets, including agreements with the Dulles International Airport, Jacksonville International Airport, and Kansas City Area Transportation Authority. WHC has assumed SEFT's interest in the existing Airport Concessions Disadvantaged Business Enterprise subcontracts with Imperial Transportation PBC, Inc., and Medi-Wheels of the Palm Beaches, Inc., and WHC will continue to utilize their services through the remainder of the Concession Agreement. WHC also will maintain its local management, dispatchers and drivers. WHC has provided payment security equal to 50% of the minimum annual guarantee. The terms and conditions of the existing Concession Agreement remain unchanged. Countywide (AH)

G. OFFICE OF FINANCIAL MANAGEMENT & BUDGET

1. **Staff recommends motion to receive and file:** the annual report from the Adopt a Family of the Palm Beaches, Inc. **SUMMARY:** The Adopt a Family of the Palm Beaches, Inc. has submitted its annual report. Countywide (DB)
2. **Staff recommends motion to receive and file:** the Riviera Beach Community Redevelopment Agency Audit for the period ending September 30, 2018. **SUMMARY:** The Riviera Beach Community Redevelopment Agency has submitted their audit for the period ending September 30, 2018 as per Section 163.387(8), Florida Statutes. Countywide (DB)
3. **Staff recommends motion to receive and file:** the Riviera Beach Community Redevelopment Agency Fiscal Year 2018 Annual Report. **SUMMARY:** The Riviera Beach Community Redevelopment Agency has submitted their annual report for Fiscal Year 2018 as per Section 163.356(3)(c) and 163.387(8), Florida Statutes. Countywide (DB)
4. **Staff recommends motion to receive and file:** the Quarter Ending 06-30-2019 information for Children's Services Council of Palm Beach County (CSCPBC). **SUMMARY:** The Children's Services Council has submitted their Quarter Ending 06-30-2019 information as per Section 125.901, Florida Statutes. Countywide (DB)
5. **Staff recommends motion to receive and file:** the Briger Community Development District Fiscal Year 2020 proposed budget. **SUMMARY:** The Briger Community Development District has submitted their proposed budget for Fiscal Year 2020 as per Section 190.008(2)(b), Florida Statutes. Countywide (DB)
6. **Staff recommends motion to receive and file:** the Northern Riverwalk Community Development District Fiscal Year 2020 proposed budget. **SUMMARY:** The Northern Riverwalk Community Development District has submitted their proposed budget for Fiscal Year 2020 as per Section 190.008(2)(b), Florida Statutes. Countywide (DB)

3. CONSENT AGENDA APPROVAL

G. OFFICE OF FINANCIAL MANAGEMENT & BUDGET (Cont'd)

7. **Staff recommends motion to approve:** a negotiated settlement offer in the amount of \$4,600 for the full satisfaction of a code enforcement lien that was entered against Barbara Laurince on June 6, 2018. **SUMMARY:** The Code Enforcement Special Magistrate (CESM) entered an Order on November 1, 2017 for property owned by Barbara Laurince giving her until April 30, 2018 to bring her property located at 2116 Sherwood Forest Blvd, #27, in West Palm Beach into full code compliance. The property had been cited for installing a screen room addition without first obtaining required building permits. Compliance with the CESM's Order was not achieved by the ordered compliance date and a fine in the amount of \$50 per day was imposed. The CESM then entered a claim of lien against Barbara Laurince on June 6, 2018. The Code Enforcement Division issued an affidavit of compliance for the property on May 2, 2019 stating that as of May 2, 2019 the cited code violation had been fully corrected. The total accrued lien amount as of May 31, 2019, the date on which settlement discussions began, totaled \$18,365.80. Ms. Laurince has agreed to pay Palm Beach County \$4,600 (25%) for full settlement of her outstanding code enforcement lien. District 2 (SF)
  
8. **Staff recommends motion to approve:** a negotiated settlement offer in the amount of \$60,000 for the full satisfaction of a code enforcement lien that was entered against Florida/Carolina Furniture Outlet Inc. on February 4, 2009. **SUMMARY:** The Code Enforcement Special Magistrate (CESM) entered an Order on September 3, 2008 for property owned by Florida/Carolina Furniture Outlet Inc. giving them until December 1, 2008 to bring their property located at 3797 S Military Trail in Lake Worth into full code compliance. The property had been cited for multiple violations of the approved zoning site plan and property maintenance code for the subject property. Compliance with the CESM's Order was not achieved by the ordered compliance date and a fine in the amount of \$250 per day was imposed. The CESM then entered a claim of lien against Florida/Carolina Furniture Outlet Inc. on February 4, 2009. The total principal lien amount as of August 1, 2019 was \$175,006, of which Florida/Carolina Furniture Outlet Inc. has agreed to pay Palm Beach County \$60,000 (34%) for full settlement of their outstanding code enforcement lien. District 2 (SF)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS

1. [Staff recommends motion to approve:](#) the appointment of three new members to the Public Art Committee as follows:

Appoint	Seat No.	Requirement	Term
Camila Afanador-Llach	2	PBC resident with significant visual art background	09/10/19-09/30/19
Rachel Gustafson	3	Professional, nonprofit visual art background	09/10/19-09/30/19
Dave Lawrence	4	Cultural Council of Palm Beach County	09/10/19-09/30/19

**SUMMARY:** Pursuant to Resolution No. 2013-1160, the Public Art Committee consists of nine members that are appointed for a term of three years. Three committee members have recently moved out of the area or resigned, leaving their seats to be filled by new appointments to complete the terms of the previous appointees. Although the remaining term for the three new appointees is short, there is an approaching opportunity to participate in an artist selection that is anticipated to occur in September 2019. In October 2019, a separate agenda item will be presented for reappointment of all nine committee members. The recommended appointments are: Camila Afanador-Llach, J. Rachel Gustafson and Dave Lawrence. The Public Art Committee has the following diversity count that would remain unchanged by the proposed appointees: Caucasian: 5 (56%), Hispanic: 2 (22%), African-American: 1 (11%), Asian: 1 (11%). The gender ratio (female:male) would also remain unchanged at 6:3. (FDO Admin) Countywide (MJ)

2. [Staff recommends motion to receive and file:](#)

**A)** Standard License Agreement for Use of County-Owned Property for a period of three years with the Town of Manalapan (Sand Transfer Plant) for security surveillance and;

**B)** Standard License Agreement for Use of County-Owned Property for a period of December 26, 2019 to January 5, 2020, with USNSCC Region 6-5, Inc. (Eagle Academy) for cadet training.

**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 standard agreements have been fully executed on behalf of the Board of County Commissioners (Board) by the County Administrator or designee. The Standard License Agreements were approved in accordance with R2010-0333, as amended and approved by the Board on October 1, 2013. These executed documents are now being submitted to the Board to receive and file. (FDO Admin) Countywide (LDC)

3. [Staff recommends motion to receive and file:](#) a Standard Equipment Use Agreement with the Palm Beach County Sports Commission, Inc., for a period of July 12, 2019 through July 19, 2019, for the use of 20 portable radios for their Kids Fitness Festival. **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 standard agreement has been fully executed on behalf of the Board of County Commissioners (Board) by the County Administrator or designee. The Equipment Use Agreement was approved by the Board on October 1, 2013, Agenda 3H-2. These executed documents are now being submitted to the Board to receive and file. (FDO Admin) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

4. Staff recommends motion to approve: an Amended and Restated Agreement (Agreement) with JFK Medical Center Limited Partnership, a Foreign Limited Partnership licensed to do business in the State of Florida (Hospital), allowing for interoperable communications through the countywide EMS and common talk groups of the County's Public Safety Radio System (County's System) to the Hospital for a period of five years upon execution of this Agreement. **SUMMARY:** This Agreement provides the terms and conditions under which the Hospital can program into its radios and utilize the countywide EMS and common talk groups for certain types of inter-Agency communications. This Agreement terminates and replaces the Agreement R2015-0416 between County and Hospital. The County's System will not be utilized for routine operational communications by the Hospital. The terms of the Agreement are standard and have been offered to all municipalities and local branches of state and federal agencies and ambulance service providers with 800 MHz trunked radio capabilities. There are no charges associated with this Agreement. The Hospital is required to pay all costs associated with the Hospital's subscriber units and to comply with the established operating procedures for the County's System. This Agreement provides for an initial term of five years with two renewal options, each for a period of five years. This Agreement may be terminated by either party, with or without cause, upon ten days prior written notice to the other party. (ESS) Countywide (LDC)
  
5. Staff recommends motion to approve: an Amended and Restated Interlocal Agreement (Agreement) with the United States Department of Homeland Security, Immigration and Customs Enforcement (Agency), allowing for interoperable communications through the countywide common talk groups of the County's Public Safety Radio System (County's System) to the Agency for a period of five years upon execution of this Agreement. **SUMMARY:** This Agreement provides the terms and conditions under which the Agency can program into its radios and utilize the countywide common talk groups for certain types of inter-agency communications. This Agreement terminates and replaces the Interlocal Agreement R2016-0339 between County and Agency. The County's System will not be utilized for routine operational communications by the Agency. The terms of the Agreement are standard and have been offered to all municipalities and local branches of state and federal agencies and ambulance service providers with 800 MHz trunked radio capabilities. There are no charges associated with this Agreement. The Agency is required to pay all costs associated with the Agency's subscriber units and to comply with the established operating procedures for the County's System. This Agreement provides for an initial term of five years with two renewal options, each for a period of five years. This Agreement may be terminated by either party, with or without cause, upon ten days prior written notice to the other party. (ESS) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

6. Staff recommends motion to approve: an Amended and Restated Interlocal Agreement (Agreement) with the United States Marshals Service (Agency), allowing for interoperable communications through the countywide common talk groups of the County's Public Safety Radio System (County's System) to the Agency for a period of 5 years upon execution of this Agreement. **SUMMARY:** This Agreement provides the terms and conditions under which the Agency can program into its radios and utilize the countywide common talk groups for certain types of inter-agency communications. This Agreement terminates and replaces the Interlocal Agreement (R2012-0241) between County and Agency, amended by first amendment R2017-0870. The County's System will not be utilized for routine operational communications by the Agency. The terms of the Agreement are standard and have been offered to all municipalities and local branches of state and federal agencies and ambulance service providers with 800 MHz trunked radio capabilities. There are no charges associated with this Agreement. The Agency is required to pay all costs associated with the Agency's subscriber units and to comply with the established operating procedures for the County's System. This Agreement provides for an initial term of five years with two renewal options, each for a period of five years. This Agreement may be terminated by either party, with or without cause, upon ten days prior written notice to the other party. (ESS) Countywide (LDC)
  
7. Staff recommends motion to approve: a first amendment to Interlocal Agreement R2014-1035 (Agreement) with the Health Care District of Palm Beach County (District) to retroactively extend the term of the Agreement to provide fleet management services through July 6, 2024. **SUMMARY:** The Agreement which provides fleet management services to the District expired on July 7, 2019. The Agreement provides for one renewal option for a period of five years, commencing retroactively through July 6, 2024. The District has approved a renewal to extend the term of the Agreement and the renewal now requires Board approval. The first amendment extends the term, updates the standard provisions on preventative maintenance, corrective repairs and billing for such maintenance and repairs; adds a provision allowing District to participate in the Vehicle Replacement Fund; updates the standard notice and non-discrimination provisions; and adds standard provisions on insurance, assignment and severability. (FDO – Admin) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

8. Staff recommends motion to:

**A) adopt** a resolution authorizing a first amendment to the Restated and Amended Lease with Alzheimer's Community Care, Inc. (ACC), a Florida not for profit corporation, for 1,080 square feet of space in the Mid-County Senior Service Center (Senior Center) located at 3680 Lake Worth Road to provide for a one year extension with subsequent automatic one year extensions for the provision of an adult day care dementia specific unit in partnership with the Division of Senior Services (DOSS); and

**B) approve** a first amendment to the Restated and Amended Lease Agreement (R2015-0478) commencing on October 1, 2019, with automatic one year renewals, unless terminated by either party upon 120 days' notice, at an annual rent of \$13,665.

**SUMMARY:** On April 2, 2013, the Board approved a Lease Agreement (R2013-0404) with ACC for the provision of an adult day care dementia specific unit in partnership with DOSS. On April 21, 2015, the Board approved a Restated and Amended Lease (Restated Lease) (R2015-0478) extending the term to September 30, 2017, with two one-year options. Both options were exercised - the first on August 15, 2017 (R2017-1037) and the second on August 14, 2018 (3H-14) which extended the term to September 30, 2019. This first amendment extends the term for one year and provides for automatic one year extensions unless terminated by either party upon 120 days' notice; adds 2.5% annual increases to the annual rental rate; provides for alterations with County consent; and updates the non-discrimination, insurance, and Inspector General provisions. DOSS supports this extension and will continue to have administrative responsibility for the Lease Agreement. (Property & Real Estate Management) District 3 (HJF)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

9. Staff recommends motion to:

**A) adopt** a resolution approving the design, installation and maintenance of community aesthetic features upon selected Florida Department of Transportation (FDOT) traffic signal cabinets in western Palm Beach County; and

**B) authorize** the County Administrator or designee to execute a Community Aesthetic Feature Agreement with Transportation FDOT for a term of 25 years.

**SUMMARY:** In November 2002, the voters of Palm Beach County approved the passage of the Recreational and Cultural Bond Issue which included \$1,000,000 for public art projects to be sited throughout Palm Beach County. In January 2004, the County's Public Art Committee recommended the Board approve eight projects including a Lake Region Communities (Belle Glade, Pahokee and South Bay) art trail with a budget of \$125,000. Traffic signal cabinets have been identified as a fitting "canvas" for art installation because they are located in highly visible intersections accessible to residents of and visitors to the Lake Region/Glades Communities, and also due to the popularity of such installations both locally and nationwide. Facilities Development & Operations (FDO) proposes to commission a project entitled *Outside the Box* to enhance streetscapes and celebrate historical and contemporary aspects of the Lake Region/Glades Communities by transforming traffic signal cabinets into vibrant artworks in municipal and unincorporated areas of Belle Glade, Pahokee and South Bay. Of the 36 traffic signal cabinets that would serve as the "canvas" for art wrap installations, 23 are owned by FDOT and the remainder are owned by Palm Beach County. Prior to art installation on FDOT's cabinets, FDOT requires a resolution approving the project with a County commitment to fund all design, installation and maintenance, as well as execution of a standard Community Aesthetic Feature Agreement. Installations are anticipated to occur in the spring or early summer of 2020. Project funding is from proceeds of the 2003 Recreational and Cultural Bond Issue. (FDO Admin) District 6 (MJ)

10. Staff recommends motion to approve: an Amended and Restated Agreement (Agreement) with Boca Raton Regional Hospital Inc., a Florida not for profit Corporation licensed to do business in the State of Florida (Hospital), allowing for interoperable communications through the countywide EMS and common talk groups of the County's Public Safety Radio System (County's System) to the Hospital retroactively from May 18, 2019 through May 17, 2024. **SUMMARY:** This Agreement provides the terms and conditions under which the Hospital can program into its radios and utilize the countywide EMS and common talk groups for certain types of inter-Agency communications. This Agreement is intended to replace the Agreement R2016-0701 between County and Hospital. The County's System will not be utilized for routine operational communications by the Hospital. The terms of the Agreement are standard and have been offered to all municipalities and local branches of state and federal agencies and ambulance service providers with 800 MHz trunked radio capabilities. There are no charges associated with this Agreement. The Hospital is required to pay all costs associated with the Hospital's subscriber units and to comply with the established operating procedures for the County's System. This Agreement provides for an initial term of five years with two renewal options, each for a period of five years. This Agreement may be terminated by either party, with or without cause, upon ten days prior written notice to the other party. (ESS) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

11. Staff recommends motion to approve: an Amended and Restated Agreement (Agreement) with Good Samaritan Medical Center Inc., a Florida Profit Corporation licensed to do business in the State of Florida (Hospital), allowing for interoperable communications through the countywide Emergency Medical Services (EMS) and common talk groups of the County's Public Safety Radio System (County's System) to the Hospital retroactively from May 18, 2019 through May 17, 2024. **SUMMARY:** This Agreement provides the terms and conditions under which the Hospital can program into its radios and utilize the countywide EMS and common talk groups for certain types of inter-Agency communications. This Agreement is intended to replace Agreement R2016-0702 between County and Hospital. The County's System will not be utilized for routine operational communications by the Hospital. The terms of the Agreement are standard and have been offered to all municipalities and local branches of state and federal agencies and ambulance service providers with 800 MHz trunked radio capabilities. There are no charges associated with this Agreement. The Hospital is required to pay all costs associated with the Hospital's subscriber units and to comply with the established operating procedures for the County's System. This Agreement provides for an initial term of five years with two renewal options, each for a period of five years. This Agreement may be terminated by either party, with or without cause, upon ten days prior written notice to the other party. (ESS) Countywide (LDC)
  
12. Staff recommends motion to approve: an Interlocal Agreement (Agreement) with the Port of Palm Beach District (Participant) for radio maintenance services retroactively from August 16, 2019 through August 15, 2024. **SUMMARY:** The Agreement provides for the provision of radio equipment maintenance services to the Participant, by FDO/Electronic Services & Security Division. The services are to be charged on an hourly basis at a cost of \$65/hr/person and \$97.50/hr/person for overtime work. In the event that the County must out-source the labor, a separate labor rate is provided. The rates may be adjusted annually with notification by June 1 (effective that following October 1) at the County's sole discretion, but in no event shall the Participant's fee schedule exceed the fee schedule applied to County departments. The Agreement is intended to replace Interlocal Agreement R2016-1354 between County and Participant. The Agreement provides for an initial term of five years with two renewal options, each for a period of five years. The Agreement may be terminated by either party, with or without cause with a minimum of three months' notice. (ESS) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

13. Staff recommends motion to approve: Amendment No. 1 with two annual overhead door replacement contracts extending the term through July 9, 2023 for services on an as-needed basis.

Contractor	Resolution #	Status	Total dollars In Work Orders to-date	Total SBE Participation to-date
A) Florida Dock & Door Company	R2018-0999	Non-Local / Non-SBE	\$425,194	0.0%
B) General Garage Door Co., Inc.	R2018-1000	Local / Non-SBE	\$0	0.0%

**SUMMARY:** On July 10, 2018, the Board approved the annual overhead door replacement contract with two contractors participating. Work is awarded as work orders on a lump-sum, competitively quoted basis among the pool of pre-qualified overhead door contractors. Beginning on January 1, 2019, the County began implementing the requirements of the new Equal Business Opportunity (EBO) Ordinance. For annual construction contracts, these requirements are implemented through, including the requirements, in each and every work order. These Amendments will incorporate those EBO requirements in the contract so that the work orders can be streamlined and ensure all contractors participating in this contract (one more contract added today) are responding to the same work order package. This will also make it easier for contractors to respond and for staff to prepare projects for advertisement, both reducing errors by contractors and staff. These amendments also early implement the renewal option of these contractors through July 9, 2023, so that the terms of all three contractors are the same. During the term of the contracts, the County awarded \$425,194 in work orders. The Goal Setting Committee set an Affirmative Procurement Initiative as Small Business Enterprise (SBE) Sheltered Market when there are four or more SBE contractors under this contract for work orders under \$100,000 and a SBE Price Preference. The cumulative SBE participation for all work orders to-date is 0%. Projects are bid among the pre-qualified participants. Firms may become pre-qualified and join the bidding pool at any time during the term. (Capital Improvements) Countywide (LDC)

14. Staff recommends motion to approve: annual contract with the following contractor for overhead door replacement on an as-needed basis through July 9, 2023:

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
Door Systems of South Florida, Inc.	Non-Local	Non-SBE

**SUMMARY:** On July 10, 2018, the Board approved the annual overhead door replacement contract. The work consists of new or repair services of overhead and manual garage doors (rolling and sectional). This contractor now join the list of two already prequalified contractors for a total of three with a contract expiration date of July 9, 2023. Firms may become pre-qualified and join the bidding pool at any time during the term. These are indefinite-quantity contracts with a cumulative maximum value of \$1,000,000 across all pre-qualified contractors. Work is to be awarded as work orders on a lump sum, competitively quoted basis among the pool of three pre-qualified contractors. Since the beginning of these annual contracts, the County awarded \$425,194 in work orders. These annual contracts were presented to the Goal Setting Committee on January 2, 2019 and the Committee established an Affirmative Procurement Initiative of Small Business Enterprise (SBE) Sheltered Market when there are four or more SBE contractors under this contract for work orders under \$100,000 and SBE Price Preference. SBE actual participation will be identified on each work order, and will be tracked cumulatively for each work order issued. Current cumulative SBE participation for all work orders to-date is 0%. (Capital Improvements) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

15. Staff recommends motion to approve: annual contracts with the following contractors for the installation of sports field lighting on an as-needed basis.

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
A) Davco Electrical Contractors, Corp	Local	Non-SBE
B) Electrical Contracting Service, Inc.	Non-Local	Non-SBE
C) Imperial Electrical, Incorporated	Non-Local	Non-SBE

**SUMMARY:** The Parks and Recreation Department (Parks) manages one of the largest county park systems within the State of Florida. Parks is tasked with the operation and maintenance of 119 sports fields and courts with outdoor lighting. The work consists of supervision, labor, miscellaneous materials (excluding light fixtures) required for the complete and approved electrical system modifications related to the replacement of the sports field lighting system and associated controls at select County park locations. The specific magnitude of the work shall be determined by individual work order. While not limited, individual projects typically range between \$50,000 and \$630,000 and will be bid accordingly to applicable procurement requirements. These annual contracts are for five years and are indefinite-quantity contracts with a maximum cumulative value of \$4,000,000 for the installation of sports field lighting. Contractors may become pre-qualified and join the bidding pool at any time during the term or renewals. The work is to be awarded as work orders on a lump sum, competitively quoted basis among the pool of prequalified contractors. These annual contracts were presented to the Goal Setting Committee on March 20, 2019 and an Affirmative Procurement Initiative of Sheltered Market was applied for projects under \$100,000 (when four or more SBEs are qualified under the annual contract) or an SBE contractor will be given a price preference if their bid is within 10% of the lowest responsive and responsible bidder. S/M/WBE actual participation will be identified on each work order, and will be tracked cumulatively for each work order issued. **The majority of the funding for these sports lighting projects will be from Infrastructure Sales Tax. (Capital Improvements) Countywide (LDC)**

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

16. Staff recommends motion to approve: Amendment No. 3 to the contracts for environmental assessment services on a continuing contract basis from September 22, 2019 to September 20, 2020:

**A)** AECOM Technical Services, Inc. (R2015-1253), Non-SBE/Local, 10% SBE participation to date;

**B)** Terracon Consultants, Inc. (R2015-1254), Non-SBE/Local, 19.84% SBE participation to date; and

**C)** Partner Assessment Corporation d/b/a Partner Engineering and Science, Inc. (fka Eco Advisors, LLC) (R2015-1255), Non-SBE/Local, 67.86% SBE participation to date.

**SUMMARY:** Amendment No. 3 extends the term of three contracts for environmental assessment services for one year through September 21, 2020. The Board approved annual contracts on September 22, 2015, and the original contracts provided for an initial two year term with three renewal options each for a period of one year. Amendment No. 3 will provide services during the third and final renewal period from September 22, 2019 through September 21, 2020. During the first four years of these contracts, AECOM Technical Services, Inc. was awarded \$241,977, Terracon Consultants, Inc. was awarded \$373,414 and Partner Assessment Corporation d/b/a Partner Engineering and Science, Inc. (fka Eco Advisors, LLC) was awarded \$208,484 in Consultant Services Authorizations. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance is 15%. The contract with AECOM Technical Services, Inc. committed to an SBE participation goal of 19%; Terracon Consultants, Inc. 15%; and Partner Assessment Corporation d/b/a Partner Engineering and Science, Inc. (fka Eco Advisors, LLC) 93%, respectively. SBE attainment and value of work by each consultant is a direct function of specific project assignments, scope of work, availability of SBE subconsultants and subcontractors, and the overall contract approach for project completion. Continuous efforts are made during the assignment and performance of work to achieve SBE commitments and maintain a balanced work distribution. However, there are factors that are beyond the control of the consultants and staff, such as the nature of testing required. SBE subcontractor participation was to be achieved through the use of two SBE testing labs, but the tests required by more recent incidents has required specialized analysis that is beyond the capabilities of the SBE labs and therefore required performance by a non-SBE lab. The Office of Equal Business Opportunity has been made aware of all the reasons for low SBE participation and for those reasons has no objection to the renewal. Staff is committed to assigning work during the renewal term to be as responsive to the current work imbalance and SBE attainment as possible given the nature of the work presented. To date, each of these firms has successfully provided the professional services required by the County in a timely manner, and they remain committed to continue delivering the professional services required by the County. (Capital Improvements Division) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

17. **Staff recommends motion to approve:** Work Order No.19-061 to the contract with Allsite Construction, Inc., (R2015-0155) in the amount of \$280,303.47 for the Emergency Operations Center (EOC) ISS Vault Phase 2 - Heating Ventilation and Air Conditioning (HVAC) Replacement and Enclosure project for a period of 60 days from permit issuance or until project is complete. **SUMMARY:** The work consists of installing a new HVAC unit, electrical work and the installation of a new concrete wall enclosure. The HVAC unit serves as an emergency backup for the existing Information System Services (ISS) computer vault. The new HVAC unit is located on the exterior of the EOC, requiring a screened wall enclosure. The new enclosure is required by code, as well as, provides security for the new unit and provides acoustical properties when the equipment is running. This work order was solicited pursuant to the minor construction annual contract and the requirements of the Equal Business Opportunity Ordinance. The annual contract was presented to the Goal Setting Committee on January 2, 2019 and an Affirmative Procurement Initiative of Sheltered Market was applied for projects under \$100,000. Since this project is greater than \$100,000 sheltered market did not apply. Allsite Construction, Inc., is a Minority Business Enterprise (MBE) and a Palm Beach County Business. Allsite Construction, Inc., submitted 49% S/M/WBE participation and will be using all local subcontractors. The overall SBE participation on the annual minor construction contract is 58.1%. Funding source for this work is from the Public Building Improvement Funds. (Capital Improvements Division) District 2 (LDC)

18. Staff recommends motion to:

**A) adopt** a resolution authorizing an Amended and Restated Lease Agreement with the School Board of Palm Beach County (School Board) for its continued use of approximately 10,266 SF of land and a 3,000 SF+/- building located at 4400 Australian Avenue, West Palm Beach, for educational services and programs for at-risk youths; and

**B) approve** an Amended and Restated Lease Agreement with the School Board extending until February 22, 2029, for \$1 per year.

**SUMMARY:** On February 23, 2010, the Board approved an Agreement of Lease (R2010-0256) for a 3,000 SF+/- County owned building and a total of 10,266 SF+/- of land currently supporting three School Board owned portable classrooms. The School Board utilizes the building and portable classrooms to provide educational services and truancy programs to at risk youths at the Sabal Palm/High Ridge School. On May 1, 2012, a First Amendment (R2012-0631) modified the term from automatic renewals on a year-to-year basis to a fixed term of ten years expiring on February 22, 2022, to coincide with the useful life of portable classrooms the School Board intended to replace. Lack of funding has delayed replacing the portable classrooms and the School Board has requested a seven-year extension to the term to support its investment. This Amended and Restated Lease Agreement replaces the existing Agreement of Lease, extends the term through February 22, 2029, updates County standard provisions, and retains the delegated authority to the Director of Facilities Development & Operations (FDO) for the approval of modular replacement plans, which plans were approved in June 2019. This Amended and Restated Lease Agreement may be cancelled by either party for any reason upon 180 days' notice to the other party. The annual rent is \$1 per year. The School Board is responsible for all utility fees, maintenance, repairs and removal of its property and restoration of the premises at expiration or termination of the Amended and Restated Lease Agreement. Property and Real Estate Management will have administrative responsibility for this Amended and Restated Lease Agreement. (Property and Real Estate Management) District 7 (HJF)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

19. Staff recommends motion to approve: Amendment No. 4 with seven annual roofing contracts extending the term through December 14, 2020 for services on an as-needed basis.

Contractor	Resolution #	Status	Total dollars	
			In Work Orders to-date	Total SBE Participation to-date
A) Advanced Roofing, Inc.	R2015-1780	Non-SBE/Non-Local	\$116,066	0.00%
B) Empire Roofing Company Southeast LLC	R2015-1781	Non-SBE/Local	\$4,969	0.00%
C) Hi-Tech Roofing & Sheetmetal, Inc.	R2015-1782	SBE/Local	\$1,724,097	73%
D) Roofing Concepts Unlimited/Florida, Inc.	R2015-1783	Non-SBE/Non-Local	\$292,645	0.00%
E) Tecta America South Florida, Inc.	R2015-1784	Non-SBE/Non-Local	\$196,747	0.00%
F) Triple M Roofing Corp	R2015-1785	Non-SBE/Non-Local	\$0	0.00%
G) Tri-State Roofing and General Contractors, LLC	R2015-1786	SBE/Local	\$357,480	98.76%

**SUMMARY:** On December 15, 2015, the Board approved the annual roofing contract with seven contractors participating. Work is awarded as work orders on a lump sum, competitively quoted basis among the pool of pre-qualified roofing contractors. Beginning on January 1, 2019, the County began implementing the requirements of the new Equal Business Opportunity (EBO) Ordinance. For annual construction contracts, these requirements are implemented in each and every work order. These amendments will incorporate those EBO requirements in the contract so that the work orders can be streamlined and ensure all contractors participating in this contract are responding to the same work order package. This will also make it easier for contractors to respond and for staff to prepare projects for advertisement, both reducing errors by contractors and staff. Firms may become pre-qualified and join the bidding pool at any time during the term. These amendments also early implement the remaining renewal option of these contractors through December 14, 2020, since renewal options are no longer required as contractors are allowed to enter the bidding pool at any time. During the term of the contracts, the County awarded \$2,692,006 in work orders. The Goal Setting Committee set an Affirmative Procurement Initiative as Small Business Enterprise (SBE) Price Preference. The cumulative SBE participation for all work orders to-date is 75.07%. Projects are bid among the pre-qualified participants. (Capital Improvements) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

20. Staff recommends motion to approve: Amendment No. 3 to the contracts for mechanical, electrical, plumbing (MEP) engineering services on a continuing contract basis:

**A)** Gartek Engineering Corporation (R2015-0777), SBE/Local, 98.63% SBE participation to date;

**B)** Johnson, Levinson, Ragan, Davila, Inc. (R2015-0779), SBE/Local, 96.63% SBE participation to date; and

**C)** RGD & Associates, Inc. (R2015-0778), SBE/Local, 92.56% SBE participation to date.

**SUMMARY:** Amendment No. 3 retroactively extends the term of three contracts for professional consulting MEP services from June 23, 2019 through June 22, 2020. The Board approved annual contracts on June 23, 2015, and the original contracts provided for an initial two year term with three renewal options each for a period of one year. Amendment No. 3 will provide services during the third and final renewal period from June 23, 2019, through June 22, 2020. During the first four years of these contracts, Gartek Engineering Corporation was awarded \$999,030, Johnson, Levinson, Ragan, Davila, Inc. (JLRD) was awarded \$686,460, and RGD & Associates was awarded \$314,248.97 in task authorizations. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance is 15%. The SBE contract goal for Gartek Engineering Corporation is 98%, JLRD is 95% and RGD & Associates, Inc. is 100%. All three businesses have local offices. (Capital Improvements Division) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

21. Staff recommends motion to approve: Amendment No. 1 with eight annual demolition contracts extending the term through April 9, 2023 for services on an as-needed basis.

Contractor	Resolution #	Status	Total dollars In Work Orders to- date	Total SBE Participation to-date
A) Allied Bean Demolition, Inc.	R2018-0397	Non-Local/Non-SBE	\$0	0.00%
B) Arbor Tree and Land, Inc. d/b/a ATL Diversified Industries	R2018-0398	Local/SBE	\$0	0.00%
C) Bader's Group, LLC	R2018-0400	Local/SBE	\$0	0.00%
D) Camino Real Group, Inc. d/b/a Alpha Wrecking Group	R2018-0401	Non-Local/Non-SBE	\$0	0.00%
E) Cross Environmental Services, Inc.	R2018-0402	Non-Local/Non-SBE	\$0	0.00%
F) GHD Services, Inc.	R2018-0404	Local/Non-SBE	\$0	0.00%
G) One Call Florida, Inc.	R2018-0748	Local/SBE	\$64,633	100.00%
H) The BG Group, LLC	R2018-0403	Local/Non-SBE	\$5,995	0.00%

**SUMMARY:** On April 10, 2018, the Board approved the annual demolition contract with eight contractors participating. Since approval, the number of participating contractors remains at eight with one contractor being added and one contractor opting not to renew. Work is awarded as work orders on a lump sum, competitively quoted basis among the pool of pre-qualified demolition contractors. Beginning on January 1, 2019, the County began implementing the requirements of the new Equal Business Opportunity (EBO) Ordinance. For annual construction contracts, these requirements are implemented in each and every work order. These amendments will incorporate those EBO requirements in the contract so that the work orders can be streamlined and ensure all contractors participating in this contract (two more contracts added today) are responding to the same work order package. This will also make it easier for contractors to respond and for staff to prepare projects for advertisement, both reducing errors by contractors and staff. These amendments also early implement the renewal option of these contractors through April 9, 2023, so that the terms of all ten contractors are the same. During the term of the contracts, the County awarded \$70,828 in work orders. The Goal Setting Committee set an Affirmative Procurement Initiative as Small Business Enterprise (SBE) Sheltered Market for work orders under \$100,000 and a SBE Price Preference. The cumulative SBE participation for all work orders to-date is 91.54%. Projects are bid among the pre-qualified participants. Firms may become pre-qualified and join the bidding pool at any time during the term. (Capital Improvements) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

22. Staff recommends motion to approve: annual contracts with the following contractors for demolition on an as-needed basis through April 9, 2023:

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
A) Greenview Construction LLC	Local	Non-SBE
B) Hatcher Construction & Development, Inc.	Local	SBE

**SUMMARY:** On April 10, 2018, the Board approved the annual demolition contract. The work consists of general demolition. These two contractors now join the list of eight already prequalified contractors for a total of ten with a contract expiration date of April 9, 2023. Firms may become pre-qualified and join the bidding pool at any time during the term. These are indefinite-quantity contracts with a cumulative maximum value of \$500,000 across all pre-qualified contractors. Work is to be awarded as work orders on a lump sum, competitively quoted basis among the pool of ten pre-qualified contractors. Since the beginning of these annual contracts, the County awarded \$70,828 in work orders. These annual contracts were presented to the Goal Setting Committee on January 2, 2019 and the Committee established an Affirmative Procurement Initiative of Small Business Enterprise (SBE) Sheltered Market for work orders under \$100,000 and SBE Price Preference. SBE actual participation will be identified on each work order, and will be tracked cumulatively for each work order issued. Current cumulative SBE participation for all work orders to-date is 91.54%. (Capital Improvements) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

23. Staff recommends motion to approve: amendments with 18 annual low voltage contracts extending the term through September 12, 2021 for services on an as-needed basis.

Contractor	Resolution #	Status	Total dollars In Work Orders to- date	Total SBE Participation to-date
A) Active Alarms, Inc.	R2016-1133	Local / Non-SBE	\$0	0.00%
B) Audio Video Systems, Inc.	R2016-1134	Local / SBE	\$24,254	100.00%
C) FastDish, Inc.	R2016-1135	Non-Local / Non-SBE	\$0	0.00%
D) Fire and Security Solutions, Inc.	R2016-1136	Local / Non-SBE	\$118,899	63.02%
E) GNM Hough, Inc.	R2016-1139	Non-Local / Non-SBE	\$0	0.00%
F) Protect Video, Inc.	R2016-1141	Local / SBE	\$321,648	90.34%
G) Security & Sound System, Inc.	R2016-1142	Local / SBE	\$0	0.00%
H) Johnson Controls Fire Protection LP fka SimplexGrinnell, LP	R2016-1143	Local / Non-SBE	\$0	0.00%
I) Universal Cabling Systems, Inc.	R2016-1144	Local / SBE	\$25,557	100.00%
J) Audio Fidelity Communications Corporation d/b/a Whitlock	R2018-0750	Non-Local / Non-SBE	\$0	0.00%
K) Audio Visual Innovations, Inc.	R2018-0751	Local / Non-SBE	\$0	0.00%
L) AVI Integrators, Inc. d/b/a Security 101	R2018-0752	Local / Non-SBE	\$209,205	47.72%
M) Integrated Security Systems, Inc.	R2018-0753	Non-Local / Non-SBE	\$0	0.00%
N) Red Hawk Fire & Security, LLC	R2018-0755	Local / Non-SBE	\$0	0.00%
O) Siemens Industry, Inc.	R2018-0756	Non-Local / Non-SBE	\$154,807	4.00%
P) Triad Security Group, Inc.	R2018-0757	Non-Local / Non-SBE	\$0	0.00%
Q) 1st Fire & Security, Inc.	R2019-0741	Non-Local / Non-SBE	\$92,500	0.00%
R) Peerson Audio, Inc.	R2019-0742	Local / SBE	\$41,464	100.00%

**SUMMARY:** On September 13, 2016, the Board approved the annual low voltage contract with 12 contractors participating. Since approval, the number of participating contractors has increased to 18, with 11 contractors being added and 5 contractors being removed due to either lack of participation or opting not to renew. Work is awarded as work orders on a lump sum, competitively quoted basis among the pool of pre-qualified low voltage contractors. Beginning on January 1, 2019, the County began implementing the requirements of the new Equal Business Opportunity (EBO) Ordinance. For annual construction contracts, these requirements are implemented in each and every work order. These amendments will incorporate those EBO requirements in the contract so that the work orders can be streamlined and ensure all contractors participating in this contract are responding to the same work order package. This will also make it easier for contractors to respond and for staff to prepare projects for advertisement; both reducing errors by contractors and staff. Firms may become pre-qualified and join the bidding pool at any time during the term. These amendments also early implement the remaining renewal option of these contractors through September 12, 2021, since renewal options are no longer required as contractors are allowed to enter the bidding pool at any time. During the term of the contracts, the County awarded \$1,139,344 in work orders. The Goal Setting Committee set an Affirmative Procurement Initiative as Small Business Enterprise (SBE) Price Preference. The cumulative SBE participation for all work orders to-date is 49.4%. Projects are bid among the pre-qualified participants. (Capital Improvements) Countywide (LDC)

3. CONSENT AGENDA APPROVAL

H. FACILITIES DEVELOPMENT & OPERATIONS (Cont'd)

24. Staff recommends motion to approve: Change Order No. 3 to the contract with Robling Architecture Construction, Inc. (R2016-0762) decreasing the Guaranteed Maximum Price (GMP) for the Water Utilities Department Western Sites Hurricane Hardening project in the amount of \$101,199.32. **SUMMARY:** On July 11, 2017, the Board approved Amendment No. 3 to the contract with Robling Architecture Construction, Inc. (R2017-0888) in the amount of \$1,463,148 for reinforcing of roof structures, replacement of doors and windows, securing of roof and ground heating ventilation and air conditioning (HVAC) equipment at multiple Water Utilities facilities located in the Glades region, specifically Water Treatment Plant (WTP) No. 11, Belle Glade Wastewater Treatment Facility, Glades Repump Facility and the Pahokee Wastewater Treatment Facility. There is \$101,199.32 remaining as a result of buyout savings, unused allowances, and unused contractor contingency. All savings will be returned to the Water Utilities user fees. This bid was solicited on March 30, 2017, prior to the effective date of the Equal Business Opportunity Ordinance and pursuant to the Small Business Enterprise (SBE) Ordinance requirements. The SBE participation goal established by the SBE Ordinance is 15%. The cumulative final SBE participation for this contract is 37%. Robling Architecture Construction, Inc. is a Palm Beach County business. (Capital Improvements Division) District 6 (LDC)
25. Staff recommends motion to approve: Work Order No. 19-028 to the contract with Hi-Tech Roofing & Sheetmetal, Inc. (R2015-1782) in the amount of \$335,541.38 for the roof replacement at the Palm Beach County Sheriff's Office Criminal Detention Complex Building Z for a period of 90 days from permit issuance or until project is complete. **SUMMARY:** The work consists of removing the existing flat roof to the metal deck and installing a new flat roof with insulation. The existing roof has outlived its service life and has developed leaks and maintenance issues. A complete replacement is required to maintain operations, a weather tight building, and a safe environment. This work was competitively bid among all contractors holding annual contracts with Hi-Tech Roofing & Sheetmetal, Inc. submitting the lowest responsive bid. Hi-Tech Roofing & Sheetmetal, Inc. is a Small Business Enterprise (SBE) and a Palm Beach County business. This work order under the roofing annual contract was solicited pursuant to the requirements of the Office of Equal Business Opportunity. The annual contract was presented to the Goal Setting Committee on January 2, 2019 and the committee established an Affirmative Procurement Initiative of SBE Price Preference. The bidder submitted 83.2% SBE participation, and will be using all local subcontractors. The funding source for this work is from the Public Building Improvement Fund. (Capital Improvements Division) District 6 (LDC)
26. Staff recommends motion to approve: Work Order No. 19-014 to the contract with Cedars Electro-Mechanical, Inc. (R2018-1776) in the amount of \$319,375 for the Lantana Library chiller replacement project for the period of 60 days from permit issuance or until project is complete. **SUMMARY:** The chilled water equipment at the Lantana Branch Library is more than ten years old, and no longer functions efficiently. The equipment is in need of replacement now due to premature coil and sensor deterioration, which requires frequent repairs to maintain operations. The new equipment is more efficient and meets new energy code requirements. The work consists of the replacement of the existing chilled water unit, water pumps, associated piping and equipment. This work order was solicited pursuant to the Heating Ventilation and Air Conditioning (HVAC) annual contract and the requirements of the Equal Business Opportunity Ordinance. The annual contract was presented to the Goal Setting Committee on January 2, 2019 and an Affirmative Procurement Initiative of Sheltered Market was applied for projects under \$100,000 or Small Business Enterprise (SBE) Price Preference for projects over \$100,000. Cedars Electro-Mechanical, Inc. is an SBE Local Business. Cedars Electro-Mechanical, Inc. submitted on this work order 91.5% S/M/WBE participation. The overall participation on the annual HVAC construction contract is 63.69%. The funding source for this work is from the Library Taxing District MSTU. (Capital Improvements Division) District 2 (LDC)

3. CONSENT AGENDA APPROVAL

I. HOUSING AND ECONOMIC SUSTAINABILITY

1. Staff recommends motion to:

**A) receive and file** Standard Form SF-424 and Certifications for the Fiscal Year 2019-2020 Community Development Block Grant Program (CDBG);

**B) receive and file** Standard Form SF-424 and Certification for the Fiscal Year 2019-2020 HOME Investment Partnership Program (HOME);

**C) receive and file** Standard Form SF-424 and Certification for the Fiscal Year 2019-2020 Emergency Solutions Grant Program (ESG);

**D) approve** a budget amendment of \$13,209 in the Housing and Economic Development Fund to align the budget with the actual grant award; and

**E) approve** a budget amendment of \$195,762 in the HOME Investment Partnership Act (HOME) Fund to align the budget with the actual grant award.

**SUMMARY:** Staff recommends the Board of County Commissioners (BCC) receive and file Standard Form SF-424s and Certifications for the Fiscal Year 2019-2020 CDBG, HOME, and ESG Programs and approve the budget amendments to align the budget with the actual grant awards. As part of the County's annual funding entitlement, the U.S. Department of Housing and Urban Development has allocated \$6,406,686 in CDBG funds; \$2,145,072 in HOME funds; and \$546,649 in ESG funds. The attached documents to this agenda item were executed on behalf of the BCC by the Director of the Department of Housing and Economic Sustainability (DHES) under authority delegated by R2019-0979 on July 2, 2019 to the County Administrator or designee. 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 ESG required local match (\$546,649) will be provided by the four ESG-funded agencies, the Department of Community Services, and DHES. The HOME required local match (\$455,828) will be provided from the State Housing Initiatives Partnership Program. CDBG funds require no local match.** Countywide (HJF)

2. Staff recommends motion to receive and file: a Certificate of Award for Developer Affordable For-Sale Housing Units to CH76 Investment, LLC, under the Impact Fee Affordable Housing Assistance Program (IFAHAP). **SUMMARY:** Staff recommends the Board of County Commissioners (BCC) receive and file a Certificate of Award for Developer Affordable For-Sale Housing Units to CH76 Investment, LLC, under IFAHAP. The attached document has been executed on behalf of the BCC by the Mayor in accordance with Agenda Item 5A-2 as approved by the BCC on July 2, 2019. The Certificate of Award for Developer Affordable For-Sale Housing Units awarded \$31,172 in IFAHAP assistance associated with the construction of four homes. 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. **IFAHAP funds are from interest earned by the Impact Fee Fund.** District 7 (HJF)

3. CONSENT AGENDA APPROVAL

I. HOUSING AND ECONOMIC SUSTAINABILITY (Cont'd)

3. Staff recommends motion to approve: an Engagement Letter for accounting services between the Housing Finance Authority of Palm Beach County, Florida (Authority), and Weinstein Zugman, LLC. **SUMMARY:** Staff recommends the Board of County Commissioners' (BCC) approval of an Engagement Letter between the Authority and Weinstein Zugman, LLC, for accounting services not to exceed \$14,000. The Authority was established by the BCC in 1979 in accordance with Part IV, Chapter 159, Florida Statutes. Section 2-189 of the Palm Beach County Code of Ordinances requires that all contracts of the Authority for the purchase of goods and services in excess of \$10,000 shall be approved by the BCC. The Engagement Letter sets forth the terms under which Weinstein Zugman, LLC, will provide accounting services to the Authority beginning October 1, 2019. The Engagement Letter provides for an initial three year term with the right to terminate by either party after each fiscal year. Weinstein Zugman, LLC was selected by the Authority to provide accounting services pursuant to a Request for Qualifications. The Engagement Letter was approved by the Authority on August 9, 2019, subject to BCC approval. Countywide (HJF)

K. WATER UTILITIES

1. Staff recommends motion to approve: Work Authorization (WA) No. 5 to the Contract for Optimization and Improvements Design-Build (Contract) with Globaltech, Inc., (Globaltech) for the Water Treatment Plant (WTP) No. 8 Chlorination System Improvements (Project) in the amount of \$1,808,807.68. **SUMMARY:** On January 15, 2019, the Board of County Commissioners (BCC) approved the Water Utilities Department (WUD) Contract (R2019-0099) with Globaltech. WA No. 5 provides for replacement of the chlorination system including all piping, pumps and dilution systems at WTP No. 8. This Contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE participation goal established under the 2002 Ordinance was 15% overall participation. The Contract provides for 58% SBE participation which includes 12% M/WBE participation, 10% MBE (H), 1% MBE (B) and 1% MBE (O). WA No. 5 includes 99.55% SBE, 4.89% MBE (H), 0.29% MBE (B) and 6.47% MBE (O) participation. The cumulative SBE and M/WBE participation including WA No. 5 is 99.32% SBE, 4.61% MBE (H), 0.34% MBE (B) and 4.07% MBE (O). Globaltech is a Palm Beach County company. The Project is included in the WUD FY19 budget. (WUD Project No. 19-056) District 2 (MJ)
2. Staff recommends motion to approve: the reappointment of an at-large member to the Water Utilities Department Advisory Board (WUDAB) for a second term of three years effective October 1, 2019 through September 30, 2022.

Nominee:	Requirements:	Seat No.	Nominated By:
Bernard Castleman	Current Water Utilities Customer Resides in Central/North County	9 - At-Large County-wide	Comm. Weinroth Comm. Berger

**SUMMARY:** Resolution No. R2014-0457 provides for an 11 member WUDAB. The membership consists of seven District members, two countywide at-large members, one Lake Region member and one Royal Palm Beach member. On September 30, 2019, Bernard Castleman's terms as member of the WUDAB will expire. Mr. Castleman has served on the WUDAB since April 15, 2014 and has indicated a desire to continue as a WUDAB member. The WUDAB and Department staff recommend the reappointment of Bernard Castleman to remain on the Board another term. The Board has 11 seats, 9 seats currently filled and a diversity count of four Caucasian males, three Caucasian females, one Hispanic male and one African-American female. Countywide (MJ)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES (Cont'd)

3. Staff recommends motion to approve:

**A)** a contract with Gilmore Electric Company, Inc. (GEC) for the Water Treatment Plant No. 9 (WTP 9) Variable Frequency Drive (VFD) and Grounding Improvements (Project) in the amount of \$1,131,991; and

**B)** Consultant Services Authorization (CSA) No. 8 with Hillers Electrical Engineering, Inc., (HEE) for the Project Construction Phase Services for a not to exceed amount of \$150,701.76.

**SUMMARY:** On May 22, 2019, the Water Utilities Department (WUD) received three bids for the Project to install eight VFDs on high service pumps, membrane feed pumps and membrane concentrate pumps to improve energy efficiency and construct grounding improvements at WTP 9. GEC was the lowest responsive and responsible bidder in the amount of \$1,131,991. The Project was presented to the Goal Setting Committee on March 20, 2019, and a Small Business Enterprise (SBE) Price Preference Affirmative Procurement Initiative (API) was applied to this Project. GEC is a certified SBE in Palm Beach County and met the established API for this Project. The contract with GEC provides for 100% SBE participation. GEC is a Palm Beach County Company. On June 20, 2017, the Board of County Commissioners (BCC) approved the WUD Contract for Consulting/Professional Services for Electrical Instrumentation and Telemetry Engineering Services (Contract) (R2017-0819) with HEE. CSA No. 8 provides for construction phase services for the Project. The Contract with HEE was procured under the requirements of the 2002 SBE Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE participation goal established by the 2002 SBE Ordinance was 15% overall participation. The Contract with HEE provides for 100% SBE participation. CSA No. 8 includes 100% SBE participation. The cumulative SBE participation including CSA No. 8 is 100%. HEE is a Palm Beach County Company. The Project is included in the WUD FY19 budget. (WUD Project No. 18-016) District 5 (MJ)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES (Cont'd)

4. Staff recommends motion to receive and file: two executed Standard Potable Water and Wastewater Development Agreements, two executed Standard Reclaimed Water Development Agreements received during the month of June 2019, and one executed Contract received during the month of July 2019.

**A)** Standard Potable Water and Wastewater Development Agreement with BW Okeechobee Haverhill, LLC, SDA #01-01256-000 (District 7), Recorded in OR BK 30671 PG 0517.

**B)** Standard Potable Water and Wastewater Development Agreement with 13FH Avalon, LP, SDA #03-01047-000 (District 5), Recorded OR BK 30671 PG 0527.

**C)** Standard Reclaimed Water Development Agreement with 13FH Avalon, LP, SDA #03-90013-000 (District 5), Recorded OR BK 30671 PG 0543.

**D)** Standard Reclaimed Water Service Agreement Lake Discharge Irrigation System with 13FH Avalon, LP, Reference to SDA #03-90013-000 (District 5), Recorded in OR BK 30671 PG 0551.

**E)** Contract for Mechanical Integrity Testing of the Western Region North Wastewater Treatment Plant (WRNWWTP) and the Western Region Wastewater Treatment Plant (WRWWTP) Deep Injection Wells Project with Layne Christensen Company (WUD Project No. 19-032) (District 6).

**SUMMARY:** In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants/ procurement items must be submitted by the initiating Department as a receive and file agenda item and are attached unless the documents have been recorded in the Public Records of Palm Beach County. The documents have been fully executed on behalf of the Board of County Commissioners (BCC) by the Director of the Water Utilities Department (WUD) in accordance with Resolutions R93-1619, R96-0228, and R2003-0539 and are now being submitted to the BCC to receive and file. Districts 5, 6 & 7 (MJ)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES (Cont'd)

5. Staff recommends motion to approve:

**A)** a contract with Tetra Tech, Inc., (Consultant) for the Integrated Utility Master Plan; and

**B)** Consultant Services Authorization (CSA) No.1 for the Integrated Utility Master Plan Utility Overview (Project) for a not to exceed amount of \$2,447,138.08.

**SUMMARY:** The contract will provide professional engineering services to evaluate and determine expansion and improvement needs for the Water Utilities Department (WUD) water, wastewater, and reclaimed water systems by examining each system's needs as an integrated system. The Integrated Utility Master Plan (IUMP) will guide utility decisions, budget appropriations, and project delivery schedules in the future. The IUMP will review growth and other drivers affecting levels of service for the water, wastewater and reclaimed water systems and provide appropriate recommendations to improve levels of service and address utility system vulnerabilities while providing flexibility that enhances resilience and growth opportunities. Planning efforts will also include a characterization of key drivers of change and existing utility assets to determine condition and replacement requirements. The contract has a term of three years. The Project includes visioning, strategic analysis, service area evaluation, assessment of the water, wastewater and reclaimed water systems, and will update hydraulic models for the water, wastewater and reclaimed water systems. This contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE participation goal established under the 2002 Ordinance was 15% overall participation. The Consultant has agreed to meet a 26.2% SBE goal, which includes 18.2% M/WBE participation, 13.1% MBE (B) and 5.1% MBE (H). CSA No. 1 includes 27.80% SBE participation, 13.87% MBE (B) and 5.19% MBE (H). The Consultant is headquartered in Pasadena, California and maintains an office in Palm Beach County from which the majority of the work under this Contract will be undertaken. The Project is included in the WUD FY20 budget. (WUD Project No. 19-007 Contract and WUD Project No. 19-065 CSA No. 1) Countywide (MJ)

6. Staff recommends motion to approve:

**A)** a contract with Florida Design Drilling Corporation (Contractor) for the Water Treatment Plant (WTP) No. 11 High Service Pump Station Electrical Building Improvements (Project), in the amount of \$3,590,000; and

**B)** a \$2,327,000 budget transfer in the Water Utilities Department's Capital Improvement Fund to fund the project from reserves.

**SUMMARY:** On June 19, 2019, the Water Utilities Department (WUD) received two bids for the Project to construct improvements to the high service pump station electrical building at WTP No. 11. The Contractor was the lowest responsive and responsible bidder in the amount of \$3,590,000. The Project was presented to the Goal Setting Committee on May 1, 2019, and a minimum mandatory 20% Small Business Enterprise (SBE) subcontracting goal was the Affirmative Procurement Initiative (API) applied to this Project. The Contractor has met the established API for this Project. The Contract provides for 47.6% SBE participation which includes 0.76% MBE (H) participation, and 0.3% WBE participation. The Contractor is a Palm Beach County Company. The Project is included in the WUD FY19 budget. (WUD Project No. 18-005) District 6 (MJ)

3. CONSENT AGENDA APPROVAL

K. WATER UTILITIES (Cont'd)

7. Staff recommends motion to approve: Work Authorization (WA) No. 19 to the Pipeline Continuing Construction Contract 2017 (Contract) with Hinterland Group Inc., (Hinterland) for the Utility Relocations for Belle Glade Citywide Sidewalk Improvements (Project) in the amount of \$625,761.75. **SUMMARY:** On January 10, 2017, the Board of County Commissioners (BCC) approved the Water Utilities Department (WUD) Contract (R2017-0072) with Hinterland. WA No. 19 provides for the installation and relocation of various existing WUD facilities and associated appurtenances located within the limits of the Project. This Contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE participation goal established under the 2002 Ordinance was 15% overall participation. The Contract provides for 15% SBE participation. Work Authorization No. 19 includes 100% SBE participation. The cumulative SBE participation including WA No. 19 is 100%. Hinterland is a Palm Beach County company. The Project is included in the WUD FY19 budget. (WUD Project No. 19-013) District 6 (MJ)

L. ENVIRONMENTAL RESOURCES MANAGEMENT

1. Staff recommends motion to:

**A) ratify** the signature of the Mayor on Cooperation Agreements (Agreements) between the United States of America (Department of the Army) and Palm Beach County (PBC), Florida for Rehabilitation of a Federal Hurricane/Shore Protection Project, including the Jupiter/Carlin, Ocean Ridge, and Delray Beach Segments of the PBC, Florida Shore Protection Project; and

**B) authorize** the County Administrator or designee to sign all future time extensions, task assignments, certifications, and other forms associated with these Agreements, and any necessary minor amendments that do not substantially change the scope of work, terms or conditions of these Agreements.

**SUMMARY:** These 100% federally funded Agreements are provided by the United States Army Corps of Engineers' (USACE) Flood Control and Coastal Emergencies (FCCE) Program for recovery of damages sustained on three federally authorized County beach renourishment projects during the passage of Hurricane Irma. The Agreements provide an estimated \$16,458,000, \$8,955,000, and \$8,285,000 for the Jupiter/Carlin, Ocean Ridge, and Delray Beach Shore Protection Projects, respectively. USACE will directly contract construction of these projects in winter 2019/2020 using existing state and federal permits. USACE's timeframe for execution of these Agreements did not allow for prior approval by the Board of County Commissioners and any delay in execution would have jeopardized the federal funding. In order to meet USACE construction contract award deadlines, Mayor Bernard signed the Agreements on behalf of the Board as authorized by PBC Administrative Code, Section 309. The Code requires the Agreements be presented to the Board for approval at their next available meeting after signature by the Mayor. **There is no cost to the County.** Districts 1 & 4 (SS)

3. CONSENT AGENDA APPROVAL

L. ENVIRONMENTAL RESOURCES MANAGEMENT (Cont'd)

2. Staff recommends motion to approve: Task Order No. 1377-17 to a continuing contract (R2016-1377) with Olsen Associates, Inc. (Olsen) in the amount of \$262,816 to provide professional engineering services for the FY2021 renourishment of the North County Comprehensive Shore Protection Project Segment III (Juno Beach) (Project). **SUMMARY:** The Board of County Commissioners approved a Consultants' Competitive Negotiation Act contract with Olsen, a Jacksonville company, on September 27, 2016. Task Order No. 1377-17 authorizes Olsen to conduct pre-construction design, contracting support, and post-construction services for the Project. **Costs will be funded by the Beach Improvement Fund through Tourist Development Council bed tax revenues.** At the time the contract was awarded, the Small Business Enterprise (SBE) Ordinance (R2002-0064) was in effect. Olsen committed to an overall 38% SBE and/or Minority and Women Business Enterprise (M/WBE) participation in the contract. This Task Order has 7.4% SBE participation. Olsen has planned to achieve 50.6% cumulative SBE-M/WBE participation on the contract, including this task order. ~~FEMA Project Worksheet #04068 has identified \$22.9 million for Hurricane Irma damages to facilitate reimbursement of Project costs.~~ District 1 (SS)

3. Staff recommends motion to authorize:

**A)** the County Administrator or designee to submit an application to Florida Department of Environmental Protection for a Statewide Environmental Resources Permit and a Sovereign Submerged Lands Public Easement for the proposed Lake Worth Inlet Flood Shoal Dredging Project (Project);

**B)** the County Administrator or designee to submit an application to United States Army Corps of Engineers for a Department of Army Permit requesting authorization for the proposed Project; and

**C)** the County Administrator or designee to execute the permit, as well as any certifications, and other forms associated with these permit applications, and any necessary request for additional information that do not significantly change the proposed Project.

**SUMMARY:** Ongoing deposition of sand on the Lake Worth Inlet Flood Shoal has resulted in increased sedimentation throughout the area including the accretion of sand encroaching on the Phil Foster Snorkel Trail and adjacent eastern navigation channel. The proposed Project intends to improve navigation in the designated eastern channel. The project will also allow for increased accessibility to the interior of the shoal for recreational boaters and law enforcement. A central flushing channel will also be restored to improve tidal exchange and water quality in the northern Lake Worth Lagoon (LWL). The dredged material will be used as fill for habitat restoration in the LWL. The Board of County Commissioners (BCC) approved a Waterway Assistance Program grant application to Florida Inland Navigation District (R2019-0328) on March 12, 2019, to assist with costs associated with Phase I services, which include: engineering, design and permitting for the project. On April 2, 2019, the BCC approved a Memorandum of Agreement with Marine Industries Association of Palm Beach County, Inc. (R2019-0446) to cost-share on the Phase I services. The permit applications include current information gathered from the Phase I services for consideration by the regulatory agencies. **There is no fiscal impact associated with these permit applications.** Districts 1 & 7 (SS)

3. CONSENT AGENDA APPROVAL

L. ENVIRONMENTAL RESOURCES MANAGEMENT (Cont'd)

4. Staff recommends motion to adopt: a resolution requesting the State of Florida, Department of Environmental Protection (FDEP) support funding for Palm Beach County's shore protection projects within FDEP's FY2020/2021 Beach Management Funding Assistance Program. **SUMMARY:** The County is requesting FDEP appropriate \$1,798,726 for five shoreline restoration projects in FY2020/2021. The attached resolution is a requirement of Florida Administrative Code Rule 62B-36.005, which provides that the local sponsor (i.e., the County) must submit a resolution by its governing board declaring support for the projects, willingness to serve as the local sponsor, and ability and willingness to provide the necessary local funding share to implement the projects. If the state legislature approves funding for all of the projects, the County's matching share would be \$897,859. \$130,000 is requested for Segment 1 of the North County Comprehensive Shore Protection Project (NCCSPP), \$133,292 for Segment 2 of the NCCSPP, \$47,934 for the Singer Island Shore Protection Project, \$1,387,500 for the South Lake Worth Inlet Management Plan, and \$100,000 for the Ocean Ridge Shore Protection Project. Districts 1, 4 & 7 (SS)
  
5. Staff recommends motion to approve: Task Order No. 1523-10 to a continuing contract (R2016-1523) with Aptim Environmental & Infrastructure, LLC (Aptim) in the amount of \$168,778.68 for design and permitting of the 2020 South Lake Worth Inlet Sand Trap Expansion and Maintenance Dredging Project (Project). **SUMMARY:** The Project is included in the South Lake Worth Inlet Management Plan, approved by the Board of County Commissioners (BCC) on January 11, 2000 (R2000-0082). The BCC approved a Consultants' Competitive Negotiation Act contract with Aptim, a Palm Beach County company, on October 18, 2016 (R2016-1523). Task Order 1523-10 authorizes Aptim to design and submit a permit modification request for the proposed Project to the Florida Department of Environmental Protection (FDEP) and the United States Army Corps of Engineers. The County anticipates cost sharing on the sand trap expansion and maintenance dredging with the FDEP. Funding assistance will also be pursued through a Waterways Assistance Program (WAP) grant from the Florida Inland Navigation District (FIND). The Project design will include dredging of the City of Boynton Beach Boat Channel and the FIND Cut P-50 in the FDEP permit application. Reimbursement is anticipated for the cost of dredging these additional sites through new or amended interlocal agreements with the City of Boynton Beach and FIND. **Task Order No. 1523-10 is funded by the Beach Improvement Fund through Tourist Development Council bed tax revenues.** At the time of contracting, the Small Business Enterprise (SBE) participation goal established by the SBE Ordinance (R2002-0064) was 15% overall. Aptim committed to an overall 15% SBE participation in the contract and has achieved 58.3% cumulative SBE participation on the master contract to date, including this task order. District 4 (SS)
  
6. Staff recommends motion to receive and file: Amendment No. 2 to the State of Florida Department of Transportation (FDOT) Joint Participation Agreement (JPA) No. ARQ-58 (R2014-1767), providing for an additional six months post construction monitoring and maintenance of Snook Island/Bryant Park, beginning July 1, 2019 and expiring December 30, 2019. **SUMMARY:** Amendment No. 2 provides an additional six months of post construction monitoring and maintenance of the Snook Island/Bryant Park mitigation site. In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating Department as a receive and file agenda item. **There is no cost to the County.** District 3 (SS)

3. CONSENT AGENDA APPROVAL

M. PARKS & RECREATION

1. Staff recommends motion to receive and file: Resident Caretaker Lease Agreements with

A) Clive Lloyd Dixon, a full time County employee at Glades Pioneer Park, executed on July 1, 2019;

B) Frederick Nicholas Weigel, a full time County employee at Burt Aaronson South County Regional Park, executed on July 1, 2019; and

C) John Sautter, a full time County employee at John Prince Park Campground, executed on July 10, 2019.

**SUMMARY:** These Resident Caretaker Lease Agreements have been fully executed on behalf of the Board of County Commissioners (BCC) by the Director of the Parks and Recreation Department in accordance with Resolution 2016-1606. The Department is now submitting these Agreements in accordance with County PPM CW-O-051, which requires all delegated agreements to be submitted by the initiating Department as a receive and file agenda item. Districts 3, 5, & 6 (AH)

N. LIBRARY

1. Staff recommends motion to approve: the County Library's Strategic and Long-Range Plan for FY 2020 through FY 2022. **SUMMARY:** This Plan represents the Library's mission statement, goals and objectives, and strategic plan for FY 2020 through FY 2022. This process of strategic planning is done in conjunction with the State's requirements for libraries receiving State Aid funds and with the County's budget process. The Library anticipates receipt of \$1,057,153 in State Aid to Public Libraries during FY 2020. The Library Advisory Board endorsed this Plan with Resolution 19-01, dated July 8, 2019.

Highlights of the Plan for FY 2020 include:

- Providing access to a collection of print, non-print, and electronic resources for borrowing and research that supports the needs and interests of the citizens of Palm Beach County;
- Enhancing the role of the library in the community through community research opportunities with non-profit and government agencies in Palm Beach County;
- Offering public technology instructional activities to meet the digital literacy needs of adults and children;
- Continuing emphasis on children's classes and activities and on family learning opportunities; serving summer lunches and snacks at multiple library locations; and
- Providing activities that allow the community to learn and interact, including increasing the number of adults participating in literary, recreational, informative and performance-based activities. Countywide (AH)

3. CONSENT AGENDA APPROVAL

N. LIBRARY (Cont'd)

2. Staff recommends motion to:

**A) approve** submittal of an Application to the Florida Department of State, Division of Library and Information Services, for State Aid to Libraries in an estimated amount of \$1,057,153 for FY 2020;

**B) approve** the associated State Aid to Libraries Grant Agreement with The State of Florida, Department of State; and

**C) authorize** the County Administrator or designee to execute any other necessary agreements, amendments, forms and certifications associated with the State Aid to Libraries Grant Agreement.

**SUMMARY:** The State provides an annual operating grant to eligible libraries based upon their annual operating expenditures from local funds. Estimated State Aid revenue has been included in the County Library's FY 2020 proposed budget. The timeframe for the agreement to determine the award begins with the start of the Grantee's second preceding fiscal year (October 1, 2017) and concludes with the end of the State of Florida's current fiscal year (June 30, 2020). **There is no match requirement for this grant.** Countywide (AH)

3. Staff recommends motion to approve: reappointment of the following at-large member of the Library Advisory Board to a term of three years, effective October 1, 2019 to September 30, 2022.

<u>Nominee</u>	<u>Seat No.</u>	<u>Requirement</u>	<u>Nominated by</u>
Linda Knox	15 At Large	Resident of PBC Library District	Comm. Weinroth Comm. McKinlay Comm. Weiss Comm. Kerner Comm. Berger

**SUMMARY:** Chapter 2000-405, Laws of Florida establishes a requirement for a Library Advisory Board consisting of 15 members: one at large and 14 district appointees. Ms. Knox is eligible to serve and has expressed a desire to be reappointed. Ms. Knox is a graduate of Palm Beach Atlantic University, served in the United States Army and is retired from a career with the United States Postal Service. She is active in her community including mentorship to young people. A memo was distributed to the Board of County Commissioners on August 1, 2019 requesting reappointment for Ms. Knox or other possible nominations. No other nominations were submitted. The Library Advisory Board currently has 14 members. The diversity of the current membership is as follows: ten Caucasian, two African American and two Hispanic. The gender ratio (female:male) is 10:4. Countywide (AH)

3. CONSENT AGENDA APPROVAL

P. COOPERATIVE EXTENSION SERVICE

1. **Staff recommends motion to approve:** an agreement with the Palm Beach Soil and Water Conservation District in an amount not to exceed \$79,000 to provide soil and water resource conservation services for FY 2020. **SUMMARY:** This agreement provides funding for the Palm Beach Soil and Water Conservation District's (District) Resource Conservation Activities. The District provides free services to improve water quality and increase water conservation in rural, agricultural, and urban communities throughout Palm Beach County. Services include free agricultural technical assistance and cost share funding to over 100 growers annually. Some of the free practices include Best Management Practice implementation, irrigation evaluation and design assistance, which alone conserves over 57 million gallons of water annually (2018), as recorded quarterly in the State Irrigation Information Management System. The District coordinates community-oriented activities throughout the County to include youth in environmental education. Programs such as Ambassador of the Wetlands, Envirothon and Conservation Poster contest are offered at no cost with over 1,848 elementary, middle and high school students participating and completing academics in 2018 and 2019. Pre/post tests are given to assess what the students learn and the data is calculated for a pre/post comparison. Countywide (AH)
2. **Staff recommends motion to approve:** an agreement with the Friends of Mounts Botanical Garden, Inc. (FMBG) from October 1, 2019 through September 30, 2020 for continued partial funding of \$62,000 for a horticulturist position to assist in the care and maintenance of The Mounts Botanical Garden of Palm Beach County (Garden). **SUMMARY:** FMBG will continue to provide funding to the County in an amount not to exceed \$62,000 (\$39,288 for salary and \$22,711 for fringe benefits) to support 65.5% of an existing horticulturist position beginning October 1, 2019 and ending on September 30, 2020. Palm Beach County will be funding the remaining \$32,656 (\$20,694 for salary and \$11,963 for fringe benefits) at a funding level of 34.5% for a total of \$94,656. The position will continue to support the Garden. District 6 (AH)
3. **Staff recommends motion to approve:** an agreement with the Friends of Mounts Botanical Garden, Inc. (FMBG) from October 1, 2019 through September 30, 2020 for continued partial funding of \$43,801 for a gardener position to assist in the care and maintenance of The Mounts Botanical Garden of Palm Beach County (Garden). **SUMMARY:** FMBG will continue to provide funding to the County in an amount not to exceed \$43,801 (\$23,159 for salary and \$20,642 for fringe benefits) to support 60% of an existing gardener position beginning October 1, 2019 and ending on September 30, 2020. Palm Beach County will be funding the remaining \$29,202 (\$15,440 for salary and \$13,762 for fringe benefits) at a funding level of 40% for a total of \$73,003. The position will continue to support the Garden. District 6 (AH)

3. CONSENT AGENDA APPROVAL

Q. CRIMINAL JUSTICE COMMISSION

1. Staff recommends motion to:

**A) ratify** the Mayor's signature on two grant applications to the Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Formula Grant (JAG) Program in the amount of \$322,532 beginning October 1, 2018 through September 30, 2019 to fund:

1. The Palm Beach County Reentry Program in the amount of \$272,532;
2. The PalmFUSE Program in the amount of \$50,000; and

**B) authorize** the County Administrator or designee to execute both grant awards, amendments, documents, and electronic grant reporting forms, related to these grants, on behalf of the Board of County Commissioners, after approval of legal sufficiency by the County Attorney's Office, and within budget allocations.

**SUMMARY:** Palm Beach County was allocated \$322,532 in Federal FY2018 (County FY2019) funds as part of the JAG Program (CFDA#16.738) for expenditures through September 30, 2019. A grant adjustment notice will be submitted to extend the grant period through March 2020. The Criminal Justice Commission (CJC) approved recommendations made by the CJC's Finance Committee to allocate these funds to the existing Palm Beach County Reentry Program in the amount of \$272,532 and the PalmFUSE Program in the amount of \$50,000. The Reentry Program provides transitional services to juveniles and adults reentering society from jail and prison. The grant funding allocated to reentry funds two full-time Reentry Program Coordinator (pay grade 35) positions, one new temporary professional position, and contractual service with providers for outreach services, case management, and support services. The PalmFUSE Program seeks to break the cycle of incarceration and homelessness among individuals with complex behavioral health challenges. The grant funding allocated to PalmFUSE funds a portion of a 100% grant funded FUSE Program Coordinator (pay grade 30) position. The emergency procedure was used because of the limited time for submission of the grant applications due July 31, 2019 following the funding announcement. The JAG funds were held nationwide until June 26, 2018 due to a federal lawsuit. This award will retroactively compensate the County for the program expenditures during County FY19. On April 3, 2019, the CJC received notice from FDLE of the release of these funds. **No local match is required for this grant.** Countywide (LDC)

S. FIRE RESCUE

1. Staff recommends motion to authorize: the Mayor to execute Certificate to Non-Ad Valorem Assessment Roll (DR-408A) forms certifying the non-ad valorem assessment roll for the Municipal Service Benefit Unit (MSBU) for Fire Hydrant Maintenance and Rental-Riviera Beach and the non-ad valorem assessment roll for the MSBU for Fire Hydrant Maintenance and Rental-Boca Raton. **SUMMARY:** MSBUs for fire hydrant maintenance and rental for Riviera Beach and Boca Raton were established in February of 1993, as set out in Chapter 26, Article III of the Palm Beach County Code. The current rates as established by resolutions are \$52.86 per parcel for Riviera Beach (R2019-1223) and \$23.00 per parcel for Boca Raton (R2008-0239). Every year the assessment roll must be certified by the Mayor of the Board of County Commissioners, and the State Department of Revenue form DR-408A must be signed by the Mayor for each MSBU in order for the assessment to be included on the property's annual tax bill. These forms and the tape of the assessment rolls must be submitted to the Tax Collector no later than September 15 of each year. Districts 4, 5 & 7 (SB)

3. CONSENT AGENDA APPROVAL

S. FIRE RESCUE (Cont'd)

2. Staff recommends motion to approve: a budget transfer of \$90,000 within the Fire Rescue Capital Improvement Fund (3700) to fund additional costs to complete the Generator and LP Tank Replacement project at Fire Station 26, located at 6085 Avocado Boulevard, West Palm Beach. **SUMMARY:** The Board approved this project in the FY 2018 Capital Improvement Program in the amount of \$150,000. Due to increased construction and engineering costs, this budget transfer is necessary to completely fund this project. This project will allow Fire Rescue to maintain full building services to the fire station with additional generator run time during extended power disruptions. District 6 (SB)
  
3. Staff recommends motion to approve: a Memorandum of Agreement (MOA) with the Children's Services Council of Palm Beach County providing funding of up to \$100,000 for the Drowning Prevention Coalition for the period October 1, 2019 through September 30, 2020. **SUMMARY:** The Drowning Prevention Coalition program is managed by Palm Beach County Fire-Rescue. It is funded by multiple sources, including the Children's Services Council (CSC) of Palm Beach County and the County's General Fund. This MOA provides the terms and conditions of the CSC of Palm Beach County's commitment to the County to provide funding of up to \$100,000 in FY 2020 for the Drowning Prevention Coalition program, inclusive of funding of up to \$50,000 to specifically fund vouchers issued for swimming lessons. **Although the County provides funding for the Drowning Prevention Coalition program, this CSC grant does not require a County match.** Countywide (SB)
  
4. Staff recommends motion to approve: the write-off of uncollectible emergency transport patient accounts to remove these amounts from the County's general ledger for the following period:

October 1, 2014 through September 30, 2015 (FY 2015)	\$13,584,245.11
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**SUMMARY:** In December 1994, the Board authorized Fire Rescue to transport critically ill/injured patients and bill for those services. The County contracts with a private company for these billings and collections services. The County receives payment from a number of sources, including commercial insurance, Medicare, Medicaid, and private individuals. During the period October 1, 2014 to September 30, 2015, Fire Rescue generated \$48,235,380.69 in gross transport billings and collected (to-date) \$23,258,316.14. After adjustments of \$11,392,819.44, required under the guidelines of the Medicare/Medicaid programs, the balance of \$13,584,245.11 is currently deemed to be uncollectible. This balance is primarily due to partial payments, insurance denial based on medical necessity, the inability to obtain accurate patient and/or insurance information, and patients without medical coverage or high deductibles. Staff recommends the amount deemed uncollectible be written-off the County's general ledger. Countywide (SB)

3. CONSENT AGENDA APPROVAL

U. INFORMATION SYSTEMS SERVICES

1. Staff recommends motion to:

**A) rescind** Interlocal Agreement R2015-1721;

**B) approve** the replacement Interlocal Agreement providing updated contract terms for network services with the Children's Services Council of Palm Beach County;

**C) approve** the replacement Interlocal Agreement providing an increased level of services and updated contract terms for server hosting with the Children's Services Council of Palm Beach County; and

**D) authorize** the County Administrator or designee to approve and execute task orders associated with these services, up to a maximum dollar value of \$50,000 per task order.

**SUMMARY:** The Children's Services Council of Palm Beach County has an existing Interlocal Agreement with Palm Beach County (R2015-1721) for network and server hosting services, and has requested an increased level of server hosting capacity. Staff recommends rescinding the existing Agreement and replacing it with two separate Agreements for network services and server hosting services, each for a period of one year with four automatic one-year renewals unless notice is given by either party. The Children's Services Council of Palm Beach County requested separate Agreements to facilitate their internal billing and contract management processes. The new Interlocal Agreements include updated contract terms to provide network services and server hosting services. The Florida LambdaRail, LLC has approved the connection of the Children's Services Council of Palm Beach County to the Florida LambdaRail network. District 3 (DB)

X. PUBLIC SAFETY

1. ~~DELETED FOR FURTHER STAFF REVIEW: Staff recommends motion to:~~

~~**A) receive and file** executed Amendment 2 for Subcontract (#18SAS26) with the Florida Council Against Sexual Violence (FCASV) in the amount of \$202,789 to define tasks and deliverables for the period of August 1, 2019 through July 31, 2020, to provide sexual assault services for adult, youth, and child victims; and~~

~~**B) approve** a budget amendment of \$103,135 in the Public Safety Grants Fund to adjust the budget to the actual grant award.~~

~~**SUMMARY:** Amendment 2 represents year two of a three year Sexual Assault Services Program Formula Grant (CFDA#16.017) that was awarded to the Palm Beach County Division of Victim Services effective August 1, 2018. The funds are used to support and provide sexual assault services to primary and secondary victims. Amendment 2 to Subcontract #18SAS26 revises the contract amount to \$202,789, which is inclusive of the \$99,654 allocation received in GY18, and \$103,135 allocated for GY19. R2018-1038 authorizes the County Administrator or designee to execute FCASV grant contracts and amendments on behalf of the Board of County Commissioners. **No County matching funds are required.** Countywide (SF)~~

3. CONSENT AGENDA APPROVAL

X. PUBLIC SAFETY (Cont'd)

2. Staff recommends motion to receive and file: the following executed third amendments to contract for Ex-Offender Adult Reentry Services:

1. Contract #R2018-1651, The Lord's Place, Inc. (TLP); and
2. Contract #R2018-1652, Gulfstream Goodwill Industries, Inc. (GGI).

**SUMMARY:** Palm Beach County Division of Justice Services subcontracts with reentry providers to coordinate adult and juvenile reentry services to those returning to Palm Beach County from incarceration. Based on funding needs, it is necessary to amend the agency contracts to: 1) reallocate \$21,260 in funding from the Florida Department of Corrections from TLP to GGI to ensure utilization of funding prior to expiration; and 2) allocate \$13,500 in funding from the Florida Department of Law Enforcement Justice Assistance Grant to TLP for pre-release domestic violence programming at Sago Palm Reentry Center. The third amendment to the GGI contract modifies the budget, increasing the total allocation by \$21,260 from \$154,333 to \$175,593. The third amendment to TLP contract modifies the budget, decreasing the total allocation by \$7,760 from \$423,234 to \$415,474. On October 16, 2018, the Board of County Commissioners authorized the County Administrator or designee to execute amendments associated with these contracts after legal sufficiency by County Attorney's Office and within budgeted allocations. These contract amendments are retroactive to June 1, 2019. Countywide (SF)

3. Staff recommends motion to:

**A) accept** the Urban Area Security Initiative GY 2018 – Award Letter;

**B) receive and file** Memorandum of Agreement Urban Area Security Initiative (UASI) FY 2018 agreement number 19-DS-04-11-23-02-319 with the City of Miami to receive \$126,117 in reimbursable grant funding for the period June 25, 2019 through June 30, 2020; and

**C) approve** a budget amendment of \$88,730 in the Urban Areas Security Initiative Grant Fund to adjust the budget to the actual grant award.

**SUMMARY:** This Memorandum of Agreement (CFDA # 97.067) provides a means of funding various domestic security activities within the County using Federal UASI funds through the City of Miami as the UASI's fiscal agent. This year UASI awarded \$126,117 to the County. The Public Safety Department's Division of Emergency Management was awarded \$100,000 to secure the Emergency Operations Center computers and server by purchasing cyber secure prevention software; and Fire Rescue awarded \$26,117 for an All Hazards Incident Management Team training. R2013-0622 gave the authority to the County Administrator or designee to execute these agreements on behalf of the Board of County Commission. **No County matching funds are required.** Countywide (LDC)

3. CONSENT AGENDA APPROVAL

X. PUBLIC SAFETY (Cont'd)

4. Staff recommends motion to approve: one at-large appointment to the Emergency Medical Services Advisory Council (EMS Council) for the term from September 10, 2019 through September 30, 2022.

<u>Nominee</u>	<u>Seat No.</u>	<u>Designation</u>	<u>Nominated by</u>
Dr. Scott Alter	6	Economic Council of Palm Beach County	Economic Council of Palm Beach County

**SUMMARY:** Per Resolution R2014-0100, the Board of County Commissioners approved a representative make-up of the EMS Council to include 20 members. Thirteen members are representatives of the various components of the EMS system with specific requirements and seven members are Commission District Consumer appointments. The previous occupant of this seat resigned October 5, 2017. Emails were sent to the Economic Council requesting a new nominee. The Economic Council was unable to find someone to fill this seat until now. The one nominee is a Caucasian male. With the appointment to this seat, the EMS Council will have 19 seats filled. The EMS Council will have a diversity count as follows: Caucasian: 17 (89%) and African American: 2 (11%). The gender ratio (male: female) will be 12:7. Countywide (SF)

3. CONSENT AGENDA APPROVAL

Z. RISK MANAGEMENT

1. Staff recommends motion to approve:

**A)** the second annual option to renew the Administrative Services Only (ASO) Agreement (R2017-1607) dated October 17, 2017 with Cigna Health and Life Insurance Company (CHLIC) for claims administration for the County's self-funded Health Maintenance Organization (HMO) and Point of Service (POS) health insurance plans for the period January 1, 2020 through December 31, 2020 (plan year 2020);

**B)** the introduction of a third medical plan, by adding an Open Access Plus In Network (OAPIN) option to the existing HMO and POS health insurance plans;

**C)** CHLIC's proposed administrative fees, access fees, utilization fees, disease management fees, estimated at \$1,800,992, and specific stop loss premiums estimated at \$503,047 for the County's self-funded HMO, POS and OAPIN health insurance plans for plan year 2020;

**D)** the actuarial rates per coverage tier for the County's self-funded HMO, POS, and new OAPIN health insurance plans for plan year 2020; and

**E)** employee wellness participation cash incentives in the amount of \$25 per employee for completion of the online Health Risk Assessment and \$25 per employee for participation in a biometric screening that meets the requirements of the County's wellness program.

**SUMMARY:** Staff recommends Board approval of the second annual option to renew the ASO Agreement with CHLIC for the period January 1, 2020 through December 31, 2020 on behalf of the employees of the Board of County Commissioners, Supervisor of Elections, and Palm Tran, Inc. (collectively participating in the plan through the provisions of Interlocal Agreement (R2002-2287). The total projected claims and administrative expenses for plan year 2020 is \$71,702,851, which represents a decrease of \$3,004,143 over the actuary's projected cost of the expiring plan year. This includes expected claims of \$70,532,831, fixed administrative, access, utilization, and disease management fees of \$1,800,992, and stop loss insurance costs of \$503,047 paid to CHLIC. Based on the contract negotiated following a competitive Request for Proposal that includes level ASO and administrative fees beginning January 1, 2018 and for five years, the fixed ASO/Access fees of \$1,800,992 represent a flat renewal over the expiring contract. Specific stop loss premiums are increasing 2.73% (\$18,804 annual increase over prior year projections), with an increase of the specific excess insurance cap (stop loss insurance) from \$600,000 to \$625,000 per claim for plan year 2020. Specific stop loss coverage protects the County against catastrophic claim losses and the premium is estimated at \$503,047 for 2020. Staff is recommending the addition of a third medical plan option for Plan Year 2020. CHLIC included a proposal for an Open Access Plan with a National Network with the most recent Request for Proposal, as an option for the County to exercise. The County will receive an increase of \$75,000 in the annual wellness allowance to an annual amount of \$175,000. Staff is not recommending changes to County or employee funding for the HMO and POS plans. Staff recommends that the OAPIN rates will be subject to the same employer funding as for the HMO plan, with the exception of the OAPIN Employee Only coverage tier to keep the relative value of the employee contributions between the plans in line, at a projected cost to the County of \$20,000 for the plan year. The actuary has certified that the program remains in a strong financial position and is projected to remain so through 2020 under the recommended rating actions and will be sufficiently funded to maintain the required margin for the Office of Insurance Regulation safe harbor surplus threshold. Staff will closely monitor health fund financial performance and may find it necessary to recommend plan and/or premium changes in a future plan year, should claims trend higher. Sufficient funds have been budgeted to fund the program. Countywide (HH)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN

1. **Staff recommends motion to adopt:** a resolution of the Board of County Commissioners of Palm Beach County, Florida, approving the 2019 update to the Title VI Program for Palm Tran public transportation services; establishing an effective date. **SUMMARY:** Palm Beach County is a recipient of Federal Transit Administration (FTA) grants to operate the County's public transportation services, and is obligated to demonstrate compliance with the requirements outlined in Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color or national origin. As such, the County submits a formal Title VI Program to the FTA every three years incorporating necessary updates to fulfill all Federal obligations. The last update was submitted in 2016. The 2019 update includes all of the requirements outlined in FTA Circular 4702.1B, which was published on October 12, 2012, and identifies the policies and procedures that will be taken to ensure that Palm Tran provides services without excluding or discriminating on the grounds of race, color or national origin, or without creating additional barriers to accessing services and activities. The update must be approved by the Board of County Commissioners prior to submittal to FTA. The County's current Title VI Program expires on November 30, 2019. Countywide (DR)
2. **Staff recommends motion to approve:** a second amendment to the contract for Labor Negotiations Services with Fisher & Phillips, LLP, exercising the option to renew the contract for an additional one year period beginning on October 1, 2019 and increasing the not to exceed contract amount by \$75,000. **SUMMARY:** In 2018, Palm Tran executed the first contract amendment with Fisher & Phillips, LLP, for services not to exceed \$125,000, with a termination date of September 30, 2019. The firm provides services regarding public employer collective bargaining negotiations and complex labor matters on an as-needed basis. These services have proven greatly beneficial during collective bargaining negotiations with the Amalgamated Transit Union. Executing the second contract amendment will help facilitate future negotiations with Service Employees International Union, in addition to other labor matters. Countywide (DR)
3. **Staff recommends motion to approve:** an Interlocal Agreement with the Village of Wellington for paratransit transportation services for five years beginning FY 2020 to FY 2024 in the amount of \$325,041.63. **SUMMARY:** On August 15, 2017, the Board of County Commissioners (BCC) approved an Agreement (R2017-1092) with the Village of Wellington extending a partnership that has been in place since 2003 to provide paratransit services to residents who are outside of the ADA core service area. The County, for reasons of efficiency and economies of service, redefined the ADA core service area in FY 2003, eliminating a portion of the ADA core area in the Village of Wellington. The original partnership (R2003-2073) was formed after the County redefined the ADA core service area to exclude the Village of Wellington. Currently, Palm Tran provides an average of 735 trips per month to Village of Wellington residents. District 6 (DR)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN (Cont'd)

4. Staff recommends motion to approve: a contract for Provision of Financial Assistance with Seagull Industries for the Disabled, Inc. in an amount not to exceed \$200,400 for the transportation of persons with disabilities, seniors and transportation disadvantaged individuals of Palm Beach County for the two year period of October 1, 2019 through September 30, 2021. **SUMMARY:** This contract for Provision of Financial Assistance will provide partial reimbursement for the costs of transportation services for life sustaining services being provided by Seagull Industries for the Disabled, Inc. (Seagull) for the transportation of disadvantaged clients during FY 2020 and FY 2021. This award is not to exceed \$100,200 per fiscal year. Palm Tran has been providing this funding since June 1999, and most, if not all of the customers served by Seagull would be eligible for Palm Tran Connection service. Seagull provides approximately 10,200 annual trips, serving approximately 100 individuals per month at a cost of \$10 each versus the normal cost of a Palm Tran Connection trip, which is approximately \$35. The projected cost savings from having Seagull provide the service is \$180,000 per year. Trip services include adult day training, medical appointments, employment and life sustaining functions. Funding for this contract is included in Palm Tran's FY 2020 budget. Countywide (DR)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN (Cont'd)

5. Staff recommends motion to approve: four new appointments and three reappointments as at-large members to the Palm Tran Service Board (PTSB) for the following terms:

<u>Nominee</u>	<u>Category, Seat Number</u>	<u>Term to Expire</u>	<u>Nominated By</u>
<b>Appointment</b>			
Paula J. Ryan	Business Community Rep. Seat 5	09/30/22	Mayor Bernard Comm. Valeche Comm. Weiss Comm. Kerner Comm. Weinroth Comm. McKinlay
Donte Mickens	Rep w/ Multicultural Exper Seat 6	09/30/22	Mayor Bernard Comm. Valeche Comm. Weiss Comm. Kerner Comm. McKinlay
Iran J Acevedo	Fixed Route Bus Driver Seat 10	09/30/22	Mayor Bernard Comm. Valeche Comm. Weiss Comm. Kerner Comm. McKinlay
Tammy Jackson-Moore	Resident of the Glades Seat 13	09/30/22	Mayor Bernard Comm. Valeche Comm. Kerner Comm. McKinlay
<b>Reappointment</b>			
Myra Goldick	Disability Advocate Seat 2	09/30/22	Mayor Bernard Comm. Valeche Comm. Weiss Comm. Kerner Comm. Weinroth Comm. McKinlay
Martin Rothman	Certified Paratransit User Seat 8	09/30/22	Mayor Bernard Comm. Valeche Comm. Weiss Comm. Kerner Comm. Weinroth Comm. McKinlay
Carmencita Mitchell	Reg. Fixed Route Bus Rider Seat 9	09/30/22	Mayor Bernard Comm. Valeche Comm. Weiss Comm. Kerner Comm. Weinroth Comm. McKinlay

**SUMMARY:** The Palm Tran Service Board is composed of 13 at-large members with specific seat categories. There are currently four vacancies on the Board. A memo dated August 6, 2019 was circulated to the Board of County Commissioners (BCC) requesting support of four candidates who are requesting appointments and three board members who are requesting reappointments. No additional nominations were received. Including the four candidates the ethnic and gender composition of the existing 13 members include: Caucasian: 5 (38%), African-American: 4 (30%), Hispanic-American: 1 (7%), Multicultural: 3 (25%), Gender ratio (male: female) 9:4. Countywide (DR)

3. CONSENT AGENDA APPROVAL

AA. PALM TRAN (Cont'd)

6. Staff recommends motion to approve: a contract for Provision of Financial Assistance with Federation Transportation Services, Inc. is in the amount not to exceed \$270,626 for the transportation of persons with disabilities, seniors and transportation disadvantaged individuals of Palm Beach County for the two-year period of October 1, 2019 through September 30, 2021. **SUMMARY:** This contract for Provision of Financial Assistance will provide partial reimbursement for the costs of transportation services for life sustaining services being provided by Federation Transportation Services, Inc. (Federation) for the transportation of disadvantaged clients during FY 2020 and FY 2021. This award is not to exceed \$135,313 per fiscal year. Palm Tran has been providing this funding since June 1999, and most, if not all of the customers served by Federation would be eligible for Palm Tran Connection service. Federation provides approximately 19,000 annual trips, serving nearly 200 individuals per month. The projected cost savings from having Federation provide the service is \$295,187 per year. Trip services include shopper shuttle services, meal sites, medical appointments and life sustaining functions. Funding for this contract is included in Palm Tran's FY 2020 budget. Countywide (DR)

BB. YOUTH SERVICES

1. Staff recommends motion to receive and file: an Agency Affiliation Agreement (Agreement) with Nova Southeastern University, Inc. (University) for the term August 24, 2019 through August 23, 2020, with three automatic one-year renewal options, for its students to complete planned and supervised clinical experiences required for a Master's or Doctoral degree, at various Youth Services Department facilities, with no additional cost to the County. **SUMMARY:** The Youth Services Department's Residential Treatment and Family Counseling Division continues to be an authorized counselor training facility for many state colleges and universities offering degrees in graduate programs of psychology, social work or other related fields of educational study. Master's/Doctoral Degree programs require field education experience in order to meet degree and licensing requirements. The County will continue to offer its services and programs as a means for the students to obtain the necessary training and experience to earn their respective degree. There are no costs associated with this Agreement. On September 22, 2015, Agenda Item 3BB-2 authorized the County Administrator, or designee, to execute future Agreements, or amendments with the University, for clinical experiences on behalf of the Board of County Commissioners. Countywide (HH)

3. CONSENT AGENDA APPROVAL

BB. YOUTH SERVICES (Cont'd)

2. Staff recommends motion to approve: three second amendments to Community Based Agency Contracts with the following agencies, renewing each Contract for the last renewal period October 1, 2019, through September 30, 2020, totaling \$545,000:

**A)** City of Belle Glade (R2017-1391), in an amount not to exceed \$180,000 for the Youth Empowerment Center program;

**B)** City of Riviera Beach (R2017-1392), in an amount not to exceed \$180,000 for the Youth Empowerment Center program; and

**C)** For the Children Inc. (R2017-1393), in an amount not to exceed \$185,000 for the Lake Worth Youth Empowerment Center program.

**SUMMARY:** On September 26, 2017, the Board of County Commissioners (BCC) approved contracts that authorized continued funding to support Youth Empowerment Centers (YECs) in Belle Glade, Riviera Beach, and Lake Worth. YECs are a key component of the Youth Violence Prevention project approved and budgeted for by the BCC. Each contract included two one-year renewal options. These amendments represent the last renewal for each contract. For the Children Inc. is a non-profit organization contracted to operate the City of Lake Worth's Youth Empowerment Center. The cities provide in-kind support and supplemental funding. Funding for these amendments is included in the FY 2020 proposed budget. On May 20, 2019, Belle Glade approved a subcontract with the not for profit corporation, Student Aces, Inc., to be responsible for the YEC services at the Student Aces' building, but the City of Belle Glade will remain directly responsible for the Summer Youth Internship Program. Districts 1, 3, 6 & 7 (HH)

3. Staff recommends motion to approve: a second amendment to Community Based Agency Contract with Prime Time Palm Beach County, Inc. (Prime Time) (R2017-1394) renewing the Contract under the last renewal option, for the period October 1, 2019 through September 30, 2020, in an amount not to exceed \$275,984 to continue providing quality middle school out-of-school time programming throughout Palm Beach County. **SUMMARY:** In 2017, the Palm Beach County Board of County Commissioners (Board) approved a Contract with Prime Time to provide for middle school out-of-school time programs, which included two one-year renewals at the County's sole discretion. In 2018, the Board approved a first amendment (R2018-1433), extending the program through September 30, 2019, and provided for continued funding in the amount of \$275,984. This second amendment will enable Prime Time to continue to provide services to practitioners and youth at 16 sites throughout the County, and is the remaining renewal under the Contract. Prime Time will also continue providing additional learning and enhanced professional development to practitioners through the ACHIEVE Out-of-School Time, a tiered incentive award program to practitioners with a middle school population. The trainings will continue using an outcome-driven evidence-based approach. Countywide (HH)

3. CONSENT AGENDA APPROVAL

BB. YOUTH SERVICES (Cont'd)

4. Staff recommends motion to receive and file:

**A)** a first amendment to contract for Professional Services (R2018-1047) with Morgan Corbitt, a Doctoral Psychology Intern (Intern Contract), extending the term from August 2, 2019 to September 27, 2019, with no additional cost to the County; and

**B)** a first amendment to contract for Professional Services (R2019-0361) with Morgan Corbitt, a Postdoctoral Psychology Fellow (Fellow Contract), revising the term from August 5, 2019 through September 30, 2020, to October 2, 2019 through September 30, 2020, with no additional cost to the County.

**SUMMARY:** In July 2018, the Board of County Commissioners received and filed the Intern Contract for Professional Services with Ms. Corbitt to complete an internship in family and youth counseling for the period August 6, 2018 through August 2, 2019. In March 2019, the Board received and filed a Fellow Contract for Professional Services with Ms. Corbitt to begin her clinical psychology fellowship (Postdoctoral) for the period August 5, 2019 through September 30, 2020. Interns and Fellows are each required to complete 2,000 hours for degree training and State licensing requirements, and supervised clinical services, respectively. These first amendments will allow Ms. Corbitt additional time to complete the requirements of the Internship program before beginning the Fellowship program, with no additional compensation by the County. On September 11, 2012, Agenda Item 3X-3 authorized the County Administrator or designee to execute future doctoral psychology intern contracts. On October 3, 2006, Agenda Item 3X-2 authorized the County Administrator or designee to execute future postdoctoral psychology resident (n/k/a Fellow) contracts on behalf of the Board of County Commissioners, after approval of legal sufficiency by the County Attorney's Office, and within budgeted allocations. Countywide (HH)

5. Staff recommends motion to approve: a Position Funding Agreement with Children's Services Council of Palm Beach County (CSC) and South Tech Charter Academy, Inc. (South Tech), for partial funding of a Licensed Clinical Social Worker, in an amount not to exceed \$75,919, for the period October 1, 2019 through September 30, 2020. **SUMMARY:** The Youth Services Department (YSD) will add a Licensed Clinical Social Worker (Position) to its complement for FY20. The Position's salary, at Pay Grade 32, is approximately \$75,919, including fringe benefits. CSC and South Tech will each contribute a one-third amount of the Position's salary in an amount not to exceed \$25,306 per agency. The remaining one-third (\$25,306), from the County, will be from ad valorem funding beginning October 1, 2019. The Position will assist with delivery of preventive, comprehensive and quality behavioral and mental health services throughout the year to approximately 100 middle and high school students that are enrolled at South Tech, as well as supervise student interns at the site. The Position may be eliminated at the expiration of external funding provided by CSC and South Tech. District 4 (HH)

3. CONSENT AGENDA APPROVAL

BB. YOUTH SERVICES (Cont'd)

6. Staff recommends motion to approve: the following 21 amendments to Community Based Agency contracts for funding in the areas of Economic Access, Parenting and Role Models, Social and Emotional Learning Supports, and Ensuring Safety and Justice, for the period October 1, 2019 through September 30, 2020, exercising the final of two one-year renewal options, and increasing each contract by the amounts indicated below, for a total amount of \$2,190,500:

	Amend#	Agency	Action Area				Increased Amount
			Economic Access	Parenting & Role Models	Social & Emotional Learning	Ensure Safety & Justice	
A)	Second	ASPIRA of Florida, Inc. (R2017-1500)	x				\$ 122,000
B)	Second	Urban Youth Impact, Inc. (R2017-1501)	x				\$ 84,000
C)	Second	Vita Nova, Inc. (R2017-1502)	x				\$ 153,000
D)	Second	Children of Inmates, Incorporated (R2017-1503)		x			\$ 57,000
E)	Second	Grandma's Place, Inc. (R2017-1504)		x			\$ 146,000
F)	Second	Planned Parenthood of South Florida and The Treasure Coast, Inc. d/b/a Planned Parenthood of South, East, and North Florida (R2017-1505)		x			\$ 49,000
G)	Second	United Way of Palm Beach County, Inc. (R2017-1506)		x			\$ 100,000
H)	Second	American Association of Caregiving Youth, Inc. (R2017-1507)			x		\$ 35,000
I)	Second	Center for Child Counseling, Inc. (R2017-1508)			x		\$ 203,000
J)	Third	City of Greenacres (R2017-1509)			x		\$ 77,000
K)	Second	Community Child Care Center of Delray Beach, Inc. d/b/a Achievement Centers for Children and Families (R2017-1510)			x		\$240,000
L)	Second	Compass, Inc. (R2017-1511)			x		\$ 60,000
M)	Second	Florida Fishing Academy, Inc. (R2017-1512)			x		\$ 39,000
N)	Second	Housing Partnership, Inc. d/b/a Community Partners of South Florida (Lake Worth) (R2017-1513)			x		\$ 50,000
O)	Second	Housing Partnership, Inc. d/b/a Community Partners of South Florida (Pahokee) (R2017-1514)			x		\$ 50,000
P)	Second	Milagro Foundation, Inc. d/b/a Milagro Center (R2017-1515)			x		\$ 32,500
Q)	Second	The Urban League of Palm Beach County, Inc. (R2017-1516)			x		\$ 84,000
R)	Second	Aid to Victims of Domestic Abuse, Inc. (R2017-1517)				x	\$ 100,000
S)	Second	Children's Case Management Organization, Inc. d/b/a Families First of Palm Beach County (R2017-1518)				x	\$ 129,000
T)	Second	Boys Town South Florida, Inc. (R2017-1519)				x	\$ 200,000
U)	Second	Gulfstream Goodwill Industries, Inc. (R2017-1520)				x	\$ 180,000
		<b>Total</b>					<b>\$2,190,500</b>

**SUMMARY:** These contracts all include a logic model and reporting measurements specific to the agency and the work performed. After completion of each contract year, a report will be developed detailing all agencies' progress in meeting their performance measurements. On October 3, 2017, the Board of County Commissioners approved contracts with 21 agencies for various youth programs and services in four action areas of the Youth Master Plan: Economic Access, Parenting and Role Models, Social and Emotional Learning Supports, and Ensuring Safety and Justice. Each contract included two one-year renewal options. These amendments represent the last renewal to each contract. Funding for the amendments comes from the Head Start funding reallocation identified for evidence-based and promising practices. Lysette Perez, an employee of Compass, Inc., and Keisha Jackson, an employee of Children's Case Management Organization, Inc. are members of the Palm Beach County HIV Care Council. Joshua Butler, an employee of Gulfstream Goodwill Industries, Inc. is a member of the Homeless Advisory Board. Patrick Franklin, an employee of The Urban League of Palm Beach County, Inc. is a member of the Housing Finance Authority and the Infrastructure Surtax Independent Citizen Oversight Committee. Soulan Johnson, an employee of The Urban League of Palm Beach County, Inc., is a member of the Advisory Commission on Women. These boards provide no regulation, oversight, management or policy-setting recommendations regarding the contracts listed above. Disclosure of these contractual relationships at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. Countywide (HH)

3. CONSENT AGENDA APPROVAL

BB. YOUTH SERVICES (Cont'd)

7. Staff recommends motion to approve: the following 13 first amendments to Community Based Agency contracts for funding in the areas of Health & Wellness and Educational Supports, for the period October 1, 2019 through September 30, 2020, exercising the first of two one-year renewal options, and increasing each contract by the amounts indicated below, for a total amount of \$772,246:

	Agency	Action Area		Amount
		Health & Wellness	Educational Supports	
<b>A)</b>	Center for Child Counseling, Inc. (R2018-1662)	X		\$60,000
<b>B)</b>	Compass, Inc. (R2018-1663)	X		\$48,645
<b>C)</b>	Connections Education Center of the Palm Beaches, Inc. (R2018-1664)	X		\$118,500
<b>D)</b>	For The Children Inc. (R2018-1665)	X		\$75,000
<b>E)</b>	The School Board of Palm Beach County, Florida (R2018-1666)	X		\$63,750
<b>F)</b>	Big Brothers Big Sisters of Palm Beach and Martin Counties, Inc. (R2018-1667)		X	\$46,453
<b>G)</b>	College for Kids Inc. (Take Stock in Children) (R2018-1669)		X	\$93,300
<b>H)</b>	Junior Achievement of the Palm Beaches & Treasure Coast, Inc. (R2018-1670)		X	\$40,000
<b>I)</b>	Seagull Industries for the Disabled, Inc. d/b/a Seagull Services (R2018-1671)		X	\$48,896
<b>J)</b>	The Arc of Palm Beach County, Inc. (R2018-1674)		X	\$32,952
<b>K)</b>	The Guatemalan-Maya Center, Inc. (R2018-1673)		X	\$48,645
<b>L)</b>	The Palm Beach County Literacy Coalition, Inc. d/b/a Literacy Coalition of Palm Beach County (R2018-1672)		X	\$51,467
<b>M)</b>	Urban Youth Impact, Inc. (R2018-1675)		X	\$44,638
	<b>Total</b>			<b>\$772,246</b>

**SUMMARY:** These contracts all include a logic model and reporting measurements specific to the agency and the work performed. After completion of each contract year, a report will be developed detailing all agencies' progress in meeting their performance measurements. On October 16, 2018, the Board of County Commissioners approved contracts with 14 agencies for various youth programs and services in two action areas of the Youth Master Plan: Health & Wellness and Educational Supports. Each contract included two one-year renewal options. These amendments represent the first renewal to each contract. The Boys & Girls Clubs of Palm Beach County, Inc., one of the original 14 contracts approved under the RFP, will be presented to the Board under a separate agenda item. Lysette Perez, an employee of Compass, Inc. serves on the Palm Beach County HIV Care Council. Megan Bob, an employee of The Palm Beach County Literacy Coalition, Inc. serves on the Library Advisory Board. These boards provide no regulation, oversight, management or policy-setting recommendations regarding the Contracts listed above. Disclosure of these contractual relationships at a duly noticed public meeting are being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. Countywide (HH)

3. CONSENT AGENDA APPROVAL

BB. YOUTH SERVICES (Cont'd)

8. **Staff recommends motion to approve:** the following six Community Based Agency contracts for funding in the area of Ensure Safety and Justice, for the period October 1, 2019 through September 30, 2022, in the amounts indicated below, for a total of \$583,552, annually:

	Agency	Annual Amount
A)	Children of Inmates, Incorporated	\$71,451
B)	Communities in Schools of Palm Beach County, Inc.	\$62,779
C)	Community Child Care Center of Delray Beach, Inc. d/b/a Achievement Centers for Children and Families	\$111,853
D)	Gulfstream Goodwill Industries, Inc.	\$115,894
E)	Milagro Foundation, Inc. d/b/a Milagro Center	\$68,000
F)	The Urban League of Palm Beach County, Inc.	\$153,575
	<b>Total</b>	<b>\$583,552</b>

**SUMMARY:** On March 11, 2019, the Youth Services Department issued a Request for Proposals for Community Based Agency (CBA) funding for three years, beginning in FY2020. Proposals were accepted for the Ensure Safety and Justice Action Area identified as a priority in the Youth Master Plan (YMP). This Action Area provides for intervention and alternatives to crime and strengthening prevention efforts to deter entry into the delinquency system. On June 18, 2019, the Board of County Commissioners conceptually approved the recommended funding allocations to the above agencies. At the meeting, the Board asked Children of Inmates, Incorporated to consider the inclusion of young women to complement the Boyz to Men program. Children of Inmates has included a Girlz to Women program with no additional costs. Funding for these CBAs comes from existing budget previously used to fund five contracts transferred from Community Services (under the Financially Assisted Agency program for youth violence prevention). Joshua Butler, an employee of Gulfstream Goodwill Industries, Inc., is a member of the Homeless Advisory Board. Soulan Johnson, an employee of The Urban League of Palm Beach County, is a member of the Advisory Commission on Women. Patrick Franklin, an employee of The Urban League of Palm Beach County, Inc., is a member of the Housing Finance Authority and the Infrastructure Surtax Independent Citizen Oversight Committee. These boards provide no regulation, oversight, management or policy-setting recommendations regarding the Contracts listed above. Disclosure of these contractual relationships at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. Countywide (HH)

3. CONSENT AGENDA APPROVAL

CC. INTERNAL AUDIT

1. [Staff recommends motion to reappoint](#): the following individuals to the Internal Audit Committee:

Seat #	Nominee	Seat Requirement	Term
1	Raquel Batista Sjomeling	Not seat specific	Expires 9/30/22
2	Mark Feldmesser	Not seat specific	Expires 9/30/22

All members of the Internal Audit Committee are required to be citizens of the County, independent of County operations and officials, with experience in business or finance; government accounting, auditing, operations or financial management; or other relevant experience. **SUMMARY:** At its June 12, 2019 meeting, the Committee unanimously recommended the reappointment of Ms. Sjomeling to Seat 1 and the reappointment of Mr. Feldmesser to Seat 2. If reappointed, Ms. Sjomeling and Mr. Feldmesser will serve three-year terms ending September 30, 2022. The audit committee has five full member seats and one alternate member seat. Following these reappointments, the five full member seats will be filled. The seat for the alternate member is currently vacant. Diversity count will be Caucasian: 3 (60%), Asian American: 1 (20%), and Hispanic: 1 (20%). The gender ratio (male: female) will be 4:1. Ms. Sjomeling is a Hispanic female; Mr. Feldmesser is a Caucasian male. Countywide (DB)

DD. SHERIFF

1. [Staff recommends motion to:](#)

**A) receive and file** the third and fourth FDLE quarterly payments; and

**B) approve** a budget amendment to reduce the grant award budget amount from \$400,000 to \$376,515 in the Sheriff’s Grant Fund.

**SUMMARY:** The Florida Department of Law Enforcement provides state financial assistance to five locally-funded laboratories in the State of Florida, including Palm Beach County. The Palm Beach County Sheriff’s Office operates the Palm Beach County Crime Laboratory. The grant award was accepted by the BCC on March 12, 2019 (R2019-0365). Since the total award is not known in advance, \$400,000 was budgeted in the Sheriff’s Grant Fund. The total final amount received is \$376,514.46. Thus, the budget needs to be amended to reconcile the budget amount with the actual grant value. There is no match requirement associated with this award. Countywide (DC)

3. CONSENT AGENDA APPROVAL

EE. INSPECTOR GENERAL

1. Staff recommends motion to approve: the Interlocal Agreement (ILA) between the Children’s Services Council (CSC) of Palm Beach County and Palm Beach County for the Inspector General (IG) to exercise certain authority, functions and powers as to the CSC’s transactions, projects, and operations. **SUMMARY:** Under this ILA, the IG will exercise the authority, functions and powers granted by the Inspector General Ordinance Article XII, Section 2-421-2-452, Palm Beach Code for the CSC. The ILA will be in effect upon execution of the parties and shall govern the parties’ relationship from October 1, 2019 until September 30, 2020. The Agreement shall automatically renew each year for two additional annual terms, such that the Agreement shall end on September 30, 2022, unless extended by both parties in writing or terminated. The CSC will pay \$58,095.50 on or before October 1, 2019 to the Inspector General for FY 2020 for investigative services to be performed under the Agreement through September 30, 2020. For each renewal period, CSC shall pay such amount on or before October 1, 2021 and FY 2020. Countywide (DB)

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4. PUBLIC HEARINGS – 9:30 A.M. (Motion to receive and file: Proof of publication)

A. PALM TRAN

1. Staff recommends motion to approve:

**A)** the amendment of the electronic grant application # 1098-2017-2 for Palm Tran Fare Technology Interoperability to increase the application with the Federal Transit Administration by \$1,505,000 in one-time Federal Highway Funds programmed by the Palm Beach Transportation Planning Agency (TPA) to support this project;

**B)** the filing of the amended multi-source funding (Super-Grant) electronic grant application # 1098-2017-2 for Fare Technology Interoperability, with the Federal Transit Administration (FTA). This is a cost reimbursable agreement that will become effective upon FTA Award and has an anticipated end date of March 30, 2023; and

**C)** the filing of Standard Form LLL - Disclosure of Lobbying Activities;

**SUMMARY:** On March 12, 2019, The BCC approved the filling of application # 1098-2017-2, in the amount of \$6,502,681 for the Palm Tran Fare Technology Interoperability project. The TPA Board approved the amendment to the Transportation Improvement Plan to allocate an additional \$1,505,000 to this project, and Florida Department of Transportation (FDOT) transferred the funds to FTA on June 13, 2019. Palm Tran is in the process of implementing the Fare Technology Interoperability Project, with the ability to allow regional interoperability, and extended payment options for customers. The grant application has a match requirement of \$2,001,920 or 20% of the total project cost. The source of the matching funds are Toll Revenue Credits provided by FDOT. The grant also requires execution of the Disclosure of Lobbying Activities, Form LLL. **No County funds are required.** Countywide (DR)

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5. REGULAR AGENDA

A. COMMUNITY SERVICES

1. Staff recommends motion to:

**A) recognize** a revenue deficit in the FY 2019 Community Services budget in the approximate amount of \$1,675,034 due to failure of the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (Area Agency on Aging) to meet financial obligations related to payments for services under the following contracted programs:

Alzheimer's Disease Initiative	\$409,901.93
Community Care for the Elderly	\$449,658.72
Home Care for the Elderly	\$ 980.60
Older American's Act	\$814,493.27

**B) terminate** Financially Assisted Agencies (FAA) Contract #R2017-1674 with the Area Agency on Aging as of September 30, 2019, and provide written notice to the Agency pursuant to Article 25 of the subject contract which allows for termination by the County with or without cause immediately upon written notice to the Agency;

**C) authorize** the continuation of supportive services to elderly Palm Beach County residents by Division of Senior Services (DOSS) utilizing State and Federal funding and County matching funds pursuant to terms of active, current contracts with the Area Agency on Aging and subject to spending authorizations included in the FY 2020 County budget; and

**D) authorize** staff to pursue outstanding balances owed to the County for DOSS services rendered in FY 2019.

**SUMMARY:** The Area Agency on Aging is currently unable to meet its contractual financial obligations to the County in accordance with the terms of various contracts that provide for payments to the County for services delivered in FY 2019 under programs described in this item. They are in default of compensation provisions of the contracts with the County and sections of Florida Statutes related to prompt payment. The actions recommended in this Board item will allow for continued delivery of services to seniors by the County and future reimbursements to the County from the Area Agency on Aging for services rendered under current active contracts. Motion B), if approved by the Board, would terminate FAA Contract No. R2017-1674 one year early and indefinitely continue the pending status of the associated FAA program funding allocation for FY 2020. Motion D) will authorize staff to continue to pursue outstanding balances owed to the County. The Area Agency on Aging is reorganizing under new leadership and increased oversight from the Florida Department of Elder Affairs. Current invoices are being paid and they remain the State-designated entity for distribution of State and Federal funding under the designated elder programs. Countywide (RPB)

5. REGULAR AGENDA

B. HOUSING AND ECONOMIC SUSTAINABILITY

1. Staff recommends motion to adopt: a resolution of the Board of County Commissioners of Palm Beach County, Florida, approving the issuance by the Palm Beach County Health Facilities Authority of Revenue Bonds in an aggregate principal amount not to exceed \$400,000,000, including an amount not to exceed \$343,000,000 with respect to capital facilities of Baptist Health South Florida, Inc. and its affiliates located in Palm Beach County, Florida, and providing for an effective date. **SUMMARY:** Staff recommends Board of County Commissioners' (BCC) adoption of a resolution authorizing the issuance by the Palm Beach County Health Facilities Authority (Authority) of Revenue Bonds in an aggregate principal amount not to exceed \$400,000,000 (Bonds), inclusive of an amount not to exceed \$343,000,000 to support health facilities located in Palm Beach County. The proceeds of the bonds issued by the Authority will be used to make a loan to any one or more of Baptist Health South Florida, Inc., Baptist Hospital of Miami, Inc., Baptist Outpatient Services, Inc., Doctors Hospital, Inc., Homestead Hospitals, Inc., Mariners Hospital, Inc., South Miami Hospital, Inc., West Kendall Baptist Hospital, Inc., Fishermen's Health, Inc., Bethesda Health, Inc., Bethesda Health Outpatient Services, Inc., Bethesda Hospital, Inc., Bethesda Payroll Services, Inc., Bethesda Health Comprehensive Imaging Services, Inc., Boca Raton Regional Hospital and BRRH Corporation (collectively, the Corporation). Funds will be used, among other things, to finance or refinance the costs of the renovation, new construction, improvements to, and the acquisition of health facilities of the Corporation, including health facilities owned and operated by the Corporation at locations within Miami-Dade and Monroe Counties as well as the following locations in Boynton Beach (200 Northpoint Parkway, 10301 Hagen Ranch Road, 9811 Boynton Beach Boulevard, 9775 Boynton Beach Boulevard, 9655 Boynton Beach Boulevard, 2815 South Seacrest Boulevard, 2800 South Seacrest Boulevard, 2623 South Seacrest Boulevard, 2575 South Seacrest Boulevard, 2706 SW 4th Street); Delray Beach (16313 Military Trail, 3800 South Congress Avenue, 237 George Bush Boulevard, and undeveloped parcels on SE 25th Avenue and SW 24th Avenue); and Boca Raton (901 Meadows Road, 801 Meadows Road, 800 Meadows Road, 745 Meadows Road, 690 Meadows Road, 701 NW 13th Street, 686 Glades Road, 670 Glades Road, 600 Glades Road, 640-650 Glades Road, 620-638 Glades Road). Approval by an elected body is required by the Internal Revenue Code, however, adoption of this resolution does not in any way obligate the County. **Neither the taxing power nor the faith and credit of the County, nor any County funds, shall be pledged to pay the principal, premium, if any, or interest on the bonds. Districts 4, 5, & 7 (DB)**

5. REGULAR AGENDA

B. HOUSING AND ECONOMIC SUSTAINABILITY (Cont'd)

2. Staff recommends motion to:

**A) adopt** a resolution by the Board of County Commissioners of Palm Beach County, Florida, recommending approval of Project League, a company authorized to do business in the State of Florida, as a Qualified Target Industry (QTI) business pursuant to Section 288.106, Florida Statutes; providing for local financial support for the Qualified Target Industry Tax Refund Program High Impact Sector Bonus not to exceed \$21,000 over a six year period; providing for severability; providing for an effective date; and

**B) conceptually approve** an Economic Development Incentive for Project League in the form of a cash grant not to exceed \$21,000 over six years.

**SUMMARY:** Staff recommends that the Board of County Commissioners (BCC) adopt a resolution recommending the approval of Project League as a QTI and conceptually approve an Economic Development Incentive for Project League. Project League is contemplating establishing its national headquarters in Palm Beach County. The project will invest \$1,350,000 to lease, make renovations to, and equip a 12,500 square-foot facility. The project will create 30 new jobs over a three-year period at an annualized average wage of \$95,550 and an annualized median wage of \$80,000. The estimated five-year local economic impact is \$55.6 million. Project League qualifies for the Qualified Target Industry (QTI) Tax Refund program, which continues to be funded by the Florida Legislature. The company is being offered an incentive not to exceed \$210,000. Of this amount, \$168,000 is from the State of Florida; and \$42,000 is a required match from local government entities. Palm Beach County and the City of Boca Raton will equally share the required local match. Palm Beach County will provide its portion of the local match as a cash grant in an amount not to exceed \$21,000. The cash grant will be: paid over a period of six years, provided it meets the State of Florida and County requirements; paid according to the State's QTI Refund schedule; and secured by a letter of credit or cash bond. The company will be required to enter into a formal agreement memorializing their commitments and establishing terms under which the incentive will be disbursed. The company name will be disclosed at such time. District 4 (DB)

3. Staff recommends motion to approve:

**A)** the Contract for Sale and Purchase form for use in conjunction with the sale of affordable and workforce housing units acquired by the County in Silverwood Estates;

**B)** acceptance of deposits and sales proceeds from homebuyers; and

**C)** delegation of authority to the County Administrator or designee to execute all documents related to the sale of the aforesaid housing units.

**SUMMARY:** Staff recommends the Board of County Commissioners' (BCC) approval of the Contract for Sale and Purchase form for use in conjunction with the sale of affordable and workforce housing units acquired by the County in Silverwood Estates and acceptance of deposits and sales proceeds from homebuyers. In June of 2019, the County acquired six units from Lennar Homes, LLC, in the Silverwood Estates development, and is currently in the process of selling those units to qualified buyers as part of the Workforce Housing Program Financial Assistance Strategy. If approved, this sales contract form will be used as the agreement for those sales. The funds received by the County resulting from the sale of these units will be returned to the Workforce Housing Trust Funds. ~~Additionally, the County also receives properties via foreclosure or escheatment. When sold the Department of Housing and Economic Sustainability would use the same sales contract, using the appropriate housing program language.~~ Countywide (HJF)

5. REGULAR AGENDA

B. HOUSING AND ECONOMIC SUSTAINABILITY (Cont'd)

4. Staff recommends motion to adopt: a resolution of the Board of County Commissioners of Palm Beach County, Florida; approving the issuance of Housing Finance Authority of Palm Beach County, Florida, Multifamily Housing Revenue Bonds (Village of Valor). **SUMMARY:** The bonds are being issued by the Housing Finance Authority of Palm Beach County, Florida (Authority), to finance the costs of acquiring, constructing and equipping a 161 unit multifamily rental housing facility to be known as Village of Valor (Project), to be located at the 2431, 2441, 2559 and 2650 2<sup>nd</sup> Avenue North in the cities of Lake Worth and Palm Springs, Florida 33461. These units will be rented to qualified persons and families as required by Section 142(d) of the Internal Revenue Code of 1986, as amended (Code). The Borrower is Village of Valor, Ltd. The bonds will be payable solely from revenues derived from the borrower and/or other collateral provided by or on behalf of the borrower. Bryant Miller Olive P.A. is Bond Counsel and Disclosure Counsel to the Authority with respect to the bonds, and Stifel, Nicolas & Co., Inc. is the Underwriter with respect to the bonds. On May 10, 2019, the Authority held a public hearing with respect to the bonds in the noticed principal amount of \$28,000,000 as required by Section 147(f) of the Code. In addition, on June 18, 2019, the Board of County Commissioners (BCC) approved \$2,000,000 in Neighborhood Stabilization Program 2 funds for the Project and on October 2, 2018, the BCC approved \$272,306 under the Impact Fee Affordable Housing Assistance Program for the Project. **Neither the taxing power nor the faith and credit of the County nor any County funds are pledged to pay the principal, redemption premium, if any, of interest on the bonds.** District 3 (HJF)

5. REGULAR AGENDA

B. HOUSING AND ECONOMIC SUSTAINABILITY (Cont'd)

5. Staff recommends a motion to:

**A) approve by a majority vote plus one, a waiver of the statutory requirement that one of the two public hearings be held after 5:00 pm:** for parcels located at 22866-22508 SW 65th Avenue in unincorporated Palm Beach County, Florida 33428, further identified by Parcel Control Numbers 00-42-43-27-05-081-0371 and 00-42-47-30-02-002-0000, seeking a Brownfield Area designation pursuant to Section 378.80(2)(c), Florida Statutes; and

**B) approve the advertising of public hearings on Tuesday, October 22, 2019 at 9:30 am and November 19, 2019 at 9:30 am:** considering the designation of the parcels located at 22866-22508 SW 65th Avenue in unincorporated Palm Beach County, Florida 33428, further identified by Parcel Control Numbers 00-42-43-27-05-081-0371 and 00-42-47-30-02-002-0000 (the Subject Property), as a Brownfield Area pursuant to Section 378.80(2)(c), Florida Statutes, which shall hereafter be known as the Residences of Boca Dunes Green Reuse Area.

**SUMMARY:** On August 2, 2019, a request was received from the owner of the Subject Property by Palm Beach County's Department of Housing and Economic Sustainability (DHES) to designate the Subject Property as a Brownfield Area. This designation requires two public hearings, one of which must be held after 5:00 pm per Section 125.66, Florida Statutes, which is cross-referenced in Section 376.80, Florida Statutes, unless the Board of County Commissioners (BCC), by a majority plus one vote, elects to conduct that hearing at another time of day. The BCC has in the past approved waivers of this nature. The Subject Property was formerly operated as a golf course and is impacted by arsenic in the soil and groundwater. Richman Boca Dunes Development Partners, LLC and Richman Boca Dunes Development Partners II, LLC (collectively, Boca Dunes) plans to develop the Subject Property as a residential community. The rezoning of the northern 55.75 acres of the Golf Course was approved by the Board of County Commissioners at the January 24, 2019 BCC Zoning Hearing via Resolution R2019-0179. The Preliminary Master Plan approved, indicates 446 total multifamily units over three pods. There is one clubhouse and three one-story garage buildings. Prior to redevelopment, Boca Dunes is seeking a Brownfield Area designation under Florida's Brownfields Redevelopment Act. **No County funds for implementation are required.** District 5 (DB)

5. REGULAR AGENDA

C. LIBRARY

1. Staff recommends motion to:

**A) approve** submittal of an Application to the U.S. Department of State Passport Services to participate in the Passport Application Acceptance Program; and

**B) authorize** the County Administrator or designee to sign the program application once all necessary staff training is complete.

**SUMMARY:** The Palm Beach County Main Library is located in a service area that has been identified by the U.S. Department of State with a need for additional Passport Acceptance Facilities. A Passport Acceptance Facility is a public sector office that is designated to accept and execute passport applications on behalf of the U.S. Department of State. Passport Acceptance Facilities verify the information of applicants using Form DS-11, which includes all first time applicants and all minors. The verified applications are sent to the U.S. Department of State where the paperwork is processed and the passport is issued if the customer is deemed eligible by the Federal government. In order to be considered as an acceptance facility, designated library staff members will complete the online Passport Application Acceptance Training. The Library will require appointments from the public and will set the times that the service would be available. This initiative will be conducted as a one-year trial program. If the trial proves successful, the service will continue at the Main Library and work with the U.S. Department of State to identify potential additional branches to host this service. The Passport Acceptance Facility collects and keeps the \$35 execution fee that is charged for each passport application. Countywide (AH)

5. REGULAR AGENDA

C. LIBRARY (Cont'd)

2. Staff recommends motion to approve:

A) the elimination of overdue fines for library card members; and

B) changes to the fee policy effective October 1, 2019.

**SUMMARY:** The Palm Beach County Library System was founded in 1969. Overdue fines were first assessed in 1991 at the direction of the Board of County Commissioners and were intended as a revenue generator. Staff is asking for approval of the following policy changes to be made effective on October 1, 2019:

- Eliminate overdue fines for late material for all library card account types;
- Raise the block limit of accrued fees or monies owed from \$5 to \$25;
- Charge card holders the replacement cost for items still checked out seven days after the due date;
- Charges for lost items will be removed from the member's account upon return of the overdue items; and
- Raise the Collection Agency referral limit from \$25 to \$50.

Library PPM CLO-106 sets the current overdue fine rate at ten cents per item per day, up to a maximum of \$5 per item. Currently, library card accounts that accrue \$5 or more in fines and fees are blocked until their accounts are paid down below that threshold. Members who lose or damage items are charged the full replacement cost. In Fiscal Year 2018, the library generated \$407,686 in overdue fines. With the introduction of automatic renewals of borrowed items at the start of Fiscal Year 2019, the current ten month revenue from overdue fines is \$143,393; which reflects a 58% reduction from the prior year ten month collection of \$340,902. Fines currently assessed to member's accounts will remain in place. The Library Department will pursue alternative sources of revenue to compensate for the elimination of fines. Public libraries across the United States have been eliminating overdue fines as they are perceived to be an impediment to service. Studies appear to show that fines do not incentivize people to return items on time. It is also argued that fines disproportionately effect those of limited financial means. Fines can create a negative customer interaction that may deter people from using the library. Since overdue fines can result in restricted borrowing and use of the library, they appear to run counter to the library's educational mission to connect communities, inspire thought, and enrich lives. Countywide (AH)

D. ADMINISTRATION

1. Staff recommends motion to approve: the proposed Palm Beach County 2020 State Legislative Agenda. **SUMMARY:** Staff requests Board approval of the 2020 State Legislative Agenda, which includes general government issues and environmental & natural resources issues, general appropriations and general issues to support and monitor. The 2020 State Legislative Agenda outlines issues that the County's Legislative Affairs Office, in conjunction with the County's contract state lobbyists, will advocate for during the upcoming 2020 state legislative session. Countywide (CK)

5. REGULAR AGENDA

E. ENVIRONMENTAL RESOURCES MANAGEMENT

- 1. **Staff recommends motion to approve:** a Temporary Easement Agreement for Construction Access and Staging (Agreement) with the City of Boynton Beach (City) for the Ocean Ridge Shore Protection Project (Project), beginning upon execution and terminating in two years. **SUMMARY:** The Agreement grants the County and its assigns an easement through Boynton Beach Oceanfront Park (BBOP) to transport construction equipment and materials onto and off the beach during mobilization, construction, and demobilization of the Project and grants a staging area for equipment and materials in support of the Federal Shore Protection Project. On September 2, 2019, U.S. Army Corps of Engineers (USACE) notified the County that a fully executed Agreement must be received by September 11, 2019, or the Federal solicitation for this 100% federally funded Project will be modified to include the Project as an optional line item. Identifying the project as an optional line item may jeopardize the construction and funding of the Project if the contractor experiences construction delays with other projects included in the solicitation. Due to time constraints imposed by USACE, the City has placed the Agreement on a special meeting agenda for the evening of September 10, 2019. The expedited schedule will require BCC approval of the Agreement prior to the City execution; however, the City has expressed their intent to cooperate in a Letter of Support to the USACE. Final execution by the County will not occur until after City execution. The Agreement will continue in effect until September 10, 2021. **There is no cost to the County.** District 4 (SS)

F. AIRPORTS

- 1. **Staff recommends motion to adopt:** a resolution providing for an exemption from general aviation landing fees and fuel flowage fees for hurricane relief flights to the Bahamas; providing for severability; and providing for an effective date and expiration date. **SUMMARY:** This resolution provides for an exemption from the payment of general aviation landing fees at the Palm Beach International Airport (PBI) and from the payment of fuel flowage fees at PBI and the Palm Beach County Park Airport (Lantana Airport), North County General Aviation Airport (North County Airport) and Palm Beach County Glades Airport (Pahokee Airport) for flights providing humanitarian relief to the Bahamas in response to Hurricane Dorian. General aviation landing fees and fuel flowage fees are collected by fixed base operators on behalf of Palm Beach County. Fixed base operators will be required to provide documentation to the Department of Airports regarding all exempt flights to ensure the exemptions are limited to flight operations being conducted for humanitarian purposes at no cost or expense to the victims of Hurricane Dorian. Fixed base operators at the County's airports have begun assisting in coordination of hurricane relief and recovery flights to the Bahamas. In order to support hurricane relief and recovery flights, the Department of Airports is recommending humanitarian flights to the Bahamas be exempt from general aviation landing fees and fuel flowage fees. The effective date of this resolution will be retroactive to September 4, 2019, when hurricane relief flights commenced and will expire on September 30, 2020. Countywide (AH)

G. FIRE RESCUE

- 1. **Staff recommends motion to:**
  - A) adopt** a resolution authorizing participation in the Public Emergency Medical Transportation (PEMT) supplemental payment program for Medicaid managed care patients; delegating authority to execute Letter(s) of Agreement (LOA) with the State of Florida relating to intergovernmental transfers to the State; and delegating authority to execute other documents necessary to participate in this program; and
  - B) approve** a budget transfer of \$400,000 within the Fire/Rescue MSTU Fund (Fund 1300) in FY 2020 to fund intergovernmental transfer(s) required for the PEMT supplemental payment program for Medicaid managed care patients.

**SUMMARY:** Recently, the State of Florida, Agency for Health Care Administration (AHCA) established a Medicaid supplemental program to address Medicaid payment inadequacy. The Florida Medicaid Managed Care Supplemental Payment Program (also known as the MCO program) will allow qualifying government owned ambulance providers to receive supplemental payments for emergency transports of Medicaid managed care patients. In order to guarantee Federal share funding, intergovernmental transfers (IGT) from PEMT providers are required to cover the State's share of the MCO program. It is expected that for each \$1 provided by the IGT, approximately \$2.60 will be received in revenue, for an estimated net revenue of \$600,000. As of September 6, 2019, the LOA to be executed has not been received from AHCA; however, the deadline to return the LOA remains October 1, 2019. Countywide (SB)

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6. BOARD APPOINTMENTS

A. COMMISSION DISTRICT APPOINTMENTS

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SEPTEMBER 10, 2019

7. MATTERS BY THE PUBLIC – 2:00 P.M.

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**SEPTEMBER 10, 2019**

**8. ADJOURNMENT**

"If a person decides to appeal any decision made by this Commission with respect to any matter considered at this meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."