

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 10, 2019

Consent [X] Regular []
Public Hearing []

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: 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 (3) 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)

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Attachments:

1. Four (4) Originals of Contract for Tetra Tech, Inc.
2. Four (4) Originals of Consultant Services Authorization No. 1
3. Location Map
4. Certificate of Liability Insurance

Recommended By:


Department Director

8-28-19
Date

Approved By:


Assistant County Administrator

9/9/19
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures	<u>0</u>	<u>\$2,447,139</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>0</u>	<u>\$2,447,139</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Budget Account No.:	Fund <u>4001</u>	Dept <u>720</u>	Unit <u>2323</u>	Object <u>3120</u>	

Is Item Included in Proposed Budget? Yes X No

Does this item include the use of federal funds? Yes No X

Reporting Category N/A

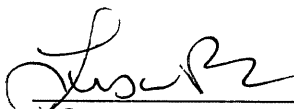
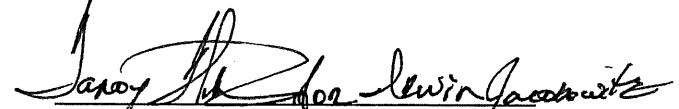
B. Recommended Sources of Funds/Summary of Fiscal Impact:

Contract will be funded from user fees, connection fees and balance brought forward.

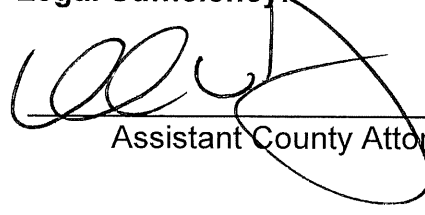
C. Department Fiscal Review: _____

III. REVIEW COMMENTS

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


 8/30/19
 KP
 8/30
 OFMB
 LH
 8/30

 Contract Development and Control
 9/6/19 TD

B. Legal Sufficiency:


 9/9/19
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

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Background and Justification: Previous WUD master plans for the water and wastewater systems were developed in 2013-2014. In 2015, the master plans were used to develop a five-year Capital Improvement Plan (CIP) that prioritized projects within the WUD service area. The IUMP will provide the required improvements which cover the next twenty (20) years of County growth and include development of a CIP for the next five (5) to twenty (20) years. The Consultant was procured under the provisions of Florida Statutes 287.055 (Consultants' Competitive Negotiation Act) and the Countywide PPM CW-O-048.