

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: October 8, 2019 ☒ Consent ☐ Regular
☐ Workshop ☐ Public Hearing

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

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) the first amendment to the engineering design services contract (R2014-0894) dated July 1, 2014 with HSQ Group, Inc. (HSQ) for the design of Lyons Road from Clint Moore Road to Atlantic Avenue (Project); and
- B) supplement no. 5 (Supplement) to the contract with HSQ in the amount of \$145,447.51 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 will enable HSQ to produce a separate set of design plans to advance the construction of Lyons Road from south of Clint Moore Road to the Lake Worth Drainage District (LWDD) L-39 Canal, and to provide all information and coordination necessary to allow the adjacent developer GL Homes to design and construct Lyons Road from the LWDD L-39 Canal to the LWDD L-38 Canal in advance of the remainder of the project. The solicitation for engineering design services was advertised on February 10, 2013 and February 17, 2013 with final selection taking place on July 10, 2013. The contract was approved on July 1, 2014, 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%. HSQ proposed 60% SBE participation. Their SBE participation for this supplement is 30.8%, and their cumulative SBE participation to date including this supplement is 82%. HSQ is a Palm Beach County based company. District 5 (YBH)

Background and Justification: On July 1, 2014, the Board of County Commissioners (BCC) approved contract R2014-0894 with HSQ to provide professional services necessary for the project. The fee as detailed in Exhibit B of the attached supplement, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$122,902.64	(Roadway Analysis/Design, Roadway Plans, Signing & Pavement Marking)
Optional Services (Not to Exceed)	\$ 22,544.87	(Structural Design and Street Lighting)
Total:	\$ 145,447.51	

After reviewing the attached supplement for professional services and finding it in proper order, the Engineering Department recommends BCC approval.

Attachments:

1. Location Sketch
2. First Amendment (2)
3. Supplement No. 5 with Exhibits A, B, C, and Certificates of Insurance (2)

Recommended by: YBH/TEL

County Engineer

Date

Approved By:

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2021	2023
Capital Expenditures	\$189,083	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	-0-	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	\$189,083	-0-	-0-	-0-	-0-
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

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

Budget Account No:
Fund 3505 Dept 361 Unit 1388 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:
Road Impact Fee Zone 5
Lyons Road/Clint Moore Road to Atlantic Avenue

Supplement # 5

- Basic Services	\$ 122,902.64
- Reimbursables	\$.00
- Optional Services	\$ 22,544.87
Total Authorization	\$ 145,447.51
Staff Costs -	
Roadway Production	\$ 29,090.00
Traffic	\$ 14,545.00
Fiscal Impact	\$ 189,082.51

C. Departmental Fiscal Review: Alii Kovalainen

III. REVIEW COMMENTS

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

9/18/19
9/18 OFMB 9/18 9/18

9/20/19
Contract Dev. and Control 9/19/19

B. Approved as to Form and Legal Sufficiency:

9/23/19
Assistant County Attorney

C. Other Department Review:

Department Director