

Agenda Item: 3L4

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date:	October 8, 2019	(X) Consent	() Regular
		() Workshop	() Public Hearing
Department:	<u>Environmental Resources Management</u>		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) Contract for Professional Consultant Services with Aptim Environmental & Infrastructure, LLC (APTIM) providing professional coastal and marine engineering services, effective for two years from execution through October 7, 2021; and

B) Contract for Professional Consultant Services with Olsen Associates, Inc. (OAI) providing professional coastal and marine engineering consultant services, effective for two years from execution through October 7, 2021.

Summary: APTIM, a Palm Beach County company, and OAI, a Jacksonville, Florida company, will provide professional coastal and marine engineering services on a task order basis for various projects within the Department of Environmental Resources Management and other County departments. The Contract requires consultants to adhere to 20% mandatory Small Business Enterprise (SBE) subcontracting goal as the Affirmative Procurement Initiative. APTIM agreed to 25% SBE participation. OAI agreed to 24% SBE participation. The Contracts contain an option to renew for one additional year. Countywide (YBH)

Background and Justification: On June 28, 2019, APTIM and OAI were selected to perform the necessary professional services in accordance with the Board-adopted procedures pursuant to Section 287.055, Florida Statutes Consultants' Competitive Negotiation Act (CCNA). Projects that require APTIM's and OAI's professional consultant services are budgeted in various capital project accounts and will be authorized on a task order basis.

Attachments:

1. APTIM Contract
2. OAI Contract

Recommended by:	YBH <u>Michael F. Stull Jr.</u>	<u>8/17/19</u>
	Department Director	Date
Approved by:	<u>Pal</u>	<u>10/11/19</u>
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
# 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 _____ Department _____ Unit _____ Object _____
Program _____

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

Fiscal impact cannot be determined at this time.

Work under each Contract is authorized on a task order basis. Budget is available in various capital project accounts or a budget transfer will be requested prior to or concurrent with task orders being authorized.

C. Department Fiscal Review:

S. Neary

III. REVIEW COMMENTS

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

[Signature] 9/23/19
OFMB 9/23/19
[Signature] 9/30/19
Contract Development and Control

B. Legal Sufficiency:

[Signature] 10/1/19
YBH
Assistant County Attorney

C. Other Department Review:

Department Director