

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

Meeting Date: November 5, 2019

Consent

Regular

Workshop

Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to authorize: County Administrator or designee to execute Amendment No. 1 to the contract (R2018-1162) with All-Site Construction Inc. in an amount not to exceed \$400,000 for the Supervisor of Elections (SOE) Interior Renovations project.

Summary: In preparation for the upcoming election cycle, the SOE will hire additional temporary staff in order to support the elections process. The new temporary staff will be grouped at the SOE Administration Facility in order to provide critical training in an efficient manner. The construction management scope of services to be incorporated in this guaranteed maximum price (GMP) Amendment include modifications to add new modular work stations, two offices, upgrade the entry door for greater compliance with the Americans with Disabilities Act (ADA), new electrical wiring for the work stations, and a new lobby service counter. On August 14, 2018, the Board approved the continuing contract with All-Site Construction Inc. to provide construction management services for projects associated with Palm Beach County's Emergency Operations Center (EOC), Four Points Facility and Supervisor of Elections (SOE) Facility. Authority is being requested to execute the GMP Amendment prior to the next Board of County Commissioners (BCC) meeting in order to make accommodations for the additional temporary staff at the Supervisor of Elections Facility in preparation for the upcoming election cycle. The County Attorney's approval of the Work Order will be secured prior to the Work Order being approved. The Work Order will be submitted as a Receive and File item after it is executed. The Construction Manager (CM) was selected pursuant to the Small Business Enterprise (SBE) Ordinance but this GMP having been initiated after January 1, 2019, is subject to the requirements of the Equal Business Opportunity (EBO) Ordinance. The continuing CM contract was presented to the Goal Setting Committee on February 20, 2019 and an Affirmative Procurement Initiative (API) of 20% SBE participation was applied. The CM is a minority business enterprise (MBE). To date the CM has achieved 100% SBE participation. Funding for this project is from the Public Building Improvement Fund. **(Capital Improvements Division) Countywide/ District 2 (LDC)**

Background and Policy Issues: Construction Manager (CM) at Risk is a project delivery method in which the CM provides design phase assistance, evaluation of cost, schedule and implications of alternate designs, systems and materials, and serves as general contractors issuing the subcontracts for construction. The request to have the County Administrator or designee execute the work order will allow the County to expedite the work order to make accommodations for the temporary staff at the Supervisor of Elections Facility prior to the upcoming election.

Attachments:

1. Location Map
2. Annual Control Sheet - All-Site Construction Inc.

Recommended by: *[Signature]* Department Director 10/28/19
Date

Approved by: *[Signature]* County Administrator 11/11/19
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	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget:			Yes	<u>X</u>	No
Does this item include use of federal funds?			Yes	_____	No <u>X</u>

Budget Account No: Fund _____ Dept _____ Unit _____ Object _____

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

There is no fiscal impact associated with this item. This GMP Amendment # 1 will be funded from the Public Building Improvement Fund.

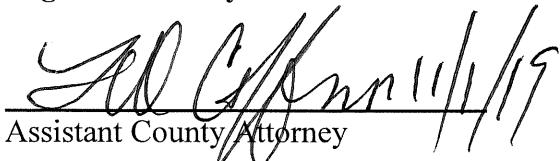
C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

<p><u></u> 10/30/19 OFMB ^{OC} 10/30 LH 10/30</p>	<p><u></u> for <u>David Jacobowitz</u> Contract Development and Control 10/31/19</p>
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B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

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

LOCATION MAP

Project No: 19530

Project Name: Supervisor of Elections (SOE) Interior Renovations project

Location: 240 South Military Trail, West Palm Beach



CM AT RISK HISTORY

Construction Manager:	All-Site Construction, Inc.	Total:	21,431.33	SBE Goal:	20%
Contract Award Date:	14-Aug-18	Waived:	0.00		
Resolution Number:	R2018-1162	Balance:	21,431.33		
Annual Type:	Construction Manager @ Risk (EOC/Four Points/SOE)				
Expiration Date:	13-Aug-21				
Renewal Options:	1 - 2 yr renewal				

Task	Work Order	Amend Number	Amount	API Amount Waived	SBE Amount	Requested By	Request Date	Project#	Project Name	Services	Approved	App'd By	SBE %	
Annual Contract														
1			Canceled			Tom McNamara	13-Sep-18	16432	SOE Fire Alarm Replacement	Annual Contract R2018-1162	14-Aug-18	BCC	0.00%	
2			\$9,962.55		\$9,962.55	Rosalyn Acosta	3-May-19	17557	Four Points Youth Services 2nd Floor Interior renovations	Preconstruction Services	04-Jun-19	AW	100.00%	
3			\$11,468.78		\$11,468.78	Tom McNamara	15-Oct-19	19530	SOE Interior Renovations	Preconstruction Services			100.00%	
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			Total:	\$21,431.33	\$0.00	\$21,431.33								100.00%

2018 Canceled