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Agenda Item #: SH+ 8

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS <u>AGENDA ITEM SUMMARY</u>

| | | [] Ordinance | [] Public Hearing |
|-------------------|------------------|--------------|-------------------|
| Department: Facil | ties Development | & Operations | |

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Contracts with three (3) firms to provide architectural services on an as needed basis through December 16, 2024:

| <u>Consultant</u> | <u>Status</u> | <u>SBE or Non-SBE</u> |
|------------------------------|---------------|-----------------------|
| A) Architecture Green LLC | Local | SBE |
| B) Colome & Associates, Inc. | Local | S/WBE |
| C) Song & Associates, Inc. | Local | S/M/WBE |

SUMMARY: The purpose of these continuing contracts is to pre-select consultants to provide architectural services for capital improvement or renovation projects county wide. The projects to be assigned will have a construction value less than \$2,000,000 or study activity limited to \$200,000. Consultant fees will be negotiated on an individual basis for the identified projects. These contracts will be for five (5) years. This continuing contract was solicited pursuant to the requirements of the Equal Business Opportunity (EBO) Ordinance. This continuing contract was presented to the Goal Setting Committee on August 7, 2019, and the committee established Affirmative Procurement Initiatives (APIs) of a 20% mandatory small business enterprise (SBE) subcontracting goal on the contract and an SBE evaluation preference for the selection. Architecture Green LLC committed to an SBE participation goal of 100%, Colome' & Associates, Inc committed to an SBE participation goal of 100%. S/M/WBE actual participation will be identified on each consultant services authorization (CSA), and will be tracked cumulatively over all CSAs issued under the contract. (**Capital Improvements Division**) <u>Countywide</u> (LDC)

Background and Justification: Selection was performed in accordance with Board adopted procedures, and pursuant to Florida Statute 287.055 (Consultants Competitive Negotiation Act) on November 8, 2019. Three firms were selected to perform professional consulting services on a continuing contract basis. After selection, each firm provided hourly rates which will be the basis for the negotiation of individual CSAs. Work will be authorized through individual CSAs when required during the term of these contracts. The cumulative value of architectural services authorized under the previous continuing contract over the past five (5) years was \$4,119,270.02.

Attachments:

- 1. Disclosure of Ownership Interests for Architecture Green LLC
- 2. Disclosure of Ownership Interests for Colome & Associates, Inc.
- 3. Disclosure of Ownership Interests for Song & Associates, Inc..
- 4. Contract Architecture Green LLC
- 5. Contract Colome & Associates, Inc.
- 6. Contract Song & Associates, Inc..

| Recommended By: | An my Wour | 11/15/19 | | |
|-----------------|-----------------------------|----------|--|--|
| sac | Department Director | Date / | | |
| Approved By: | Marken | 15/2/19 | | |
| | County Administrator | Date | | |

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II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2020 | 2021 | 2022 | 2023 | 2024 |
|------------------------------------------------------------------------|------|------------|-------------------|--------|----------------------------------------------|
| Capital Expenditures | | | | | |
| Operating Costs | | | | | |
| External Revenues In-Kind Match (County | | | | | |
| in initiation (county | | | | | er ander sold and a second sold and a |
| NET FISCAL IMPACT | * | | | | |
| # ADDITIONAL FTE POSITIONS (Cumulative) | | | | | |
| Is Item Included in Current B Does this items include use of | 0 | Yes Yes | <u>x</u> No No | X | |
| Budget Account No: Fund | Dept | Unit | Object | Progra | ım |

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

* There is no Fiscal impact associated with this this time. Individual consultant services authorizations requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.

С. **Departmental Fiscal Review III. REVIEW COMMENTS**

OFMB Fiscal and/or Contract Development Comments: C UH III Contract Development and Control Th

B. Legal Sufficiency: ssistant County Attorney

C. Other Department Review:

A.

Department Director