

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 11, 2020 Consent [X] Regular [ ] Public Hearing [ ] Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: A) a Contract with Stantec Consulting Services Inc., (Consultant) for Capital Improvement Plan Program Management and B) Consultant Services Authorization (CSA) No.1 for Program Management and Implementation Services (Project) for a not to exceed amount of \$4,096,238.00.

Summary: The Contract will provide consulting/professional services to assist with the implementation of the Water Utilities Department (WUD) 2020-2025 Capital Improvement Plan (CIP). The five (5) year CIP includes new capital projects and repair and replacement projects that are being developed as part of the WUD Asset Management Program. The water/wastewater infrastructure improvement projects included in the CIP have an estimated value in excess of \$275 million. The Contract has a term of three (3) years with two (2) one (1) year renewal options.

Under CSA No. 1 Consultant will provide the resources needed to support the implementation of CIP projects for one (1) year. The Consultant will provide services throughout the project life cycle of water, wastewater and reclaimed water treatment and transmission projects in the areas of delivery, controls, permitting, communications, and asset management.

The Contract was presented to the Goal Setting Committee on March 20, 2019, and a minimum mandatory 20% SBE subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified African American owned firms were the Affirmative Procurement Initiatives (API) applied to this Contract. The Consultant has met the established APIs for this Contract. The Contract provides for 25.00% SBE participation which includes 25.00% M/WBE participation, 22.00% MBE (B) and 3.00% WBE. CSA No. 1 includes 26.35% SBE participation, 24.42% MBE (B) and 1.92% WBE. Consultant is a New York registered U.S. company whose parent company is domiciled in Canada. Most members of the Consultant project team will be co-located with WUD staff at the Central Region Operations Center from which the majority of the work required by CSA No. 1 will be undertaken. The Project is included in the WUD FY20 budget. (WUD Project No. 19-028 Contract and WUD Project No. 20-010 CSA No. 1) Countywide (MJ)

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Attachments:

- 1. Four (4) Originals of Contract for Stantec Consulting Services Inc.
2. Four (4) Originals of Consultant Services Authorization No. 1
3. Location Map
4. Certificate of Liability Insurance

Recommended By: Jim Stiles Department Director Date 1-15-2020

Approved By: [Signature] Assistant County Administrator Date 1/27/2020

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

| Fiscal Years                                   | 2020                    | 2021                   | 2022                    | 2023                      | 2024     |
|--|-------------------------|------------------------|-------------------------|---------------------------|----------|
| Capital Expenditures                           | \$4,096,238             | 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        |
| <b>NET FISCAL IMPACT</b>                       | <b>\$4,096,238</b>      | <b>0</b>               | <b>0</b>                | <b>0</b>                  | <b>0</b> |
| <b># ADDITIONAL FTE POSITIONS (Cumulative)</b> | <b>0</b>                | <b>0</b>               | <b>0</b>                | <b>0</b>                  | <b>0</b> |
| <b>Budget Account No.:</b>                     | <b>Fund <u>4001</u></b> | <b>Dept <u>720</u></b> | <b>Unit <u>2323</u></b> | <b>Object <u>3120</u></b> |          |

Is Item Included in Current 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:** \_\_\_\_\_ *GR*

**III. REVIEW COMMENTS**

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

*[Signature]* 1/16/2020  
OFMB *[Signature]* 1/16

*[Signature]* 1/21/2020  
Contract Development and Control  
1/21/2020 *[Signature]*

**B. Legal Sufficiency:**

*[Signature]* 1/27/2020  
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:** The Contract provides for program, project and construction management services throughout WUD's service area. This Contract will allow for the implementation of program management processes and continuous improvement towards WUD's Asset Management Program to support the Strategic Initiatives Plan to include International Organization for Standardization (ISO) 55001 certification goals. Under CSA No. 1, Consultant will provide communications, planning services, oversight of staff and design professionals for projects from design through construction, coordination of permitting and approvals, and support of strategic asset management principles. The tools and processes developed will allow continued efficiencies in implementation and delivery of CIP projects throughout the duration of the Contract. The Consultant was procured under the provisions of Florida Statutes 287.055 (Consultants' Competitive Negotiation Act) and the Countywide PPM CW-O-048.