

Agenda Item #: 3H-4

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

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Meeting Date: March 10, 2020	[X] Consent	[ ] Regular
	[ ] Ordinance	[ ] Public Hearing

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Department: **Facilities Development & Operations**

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file Amendment No. 1 to the continuing construction manager (CM) contract (R2018-1162) with All-Site Construction Inc., establishing a Guaranteed Maximum Price (GMP) for the Supervisor of Elections (SOE) Interior Renovations project, in the amount of \$367,118.30 for a period of 45 days from notice to proceed.

**Summary:** On August 14, 2018, the Board approved the continuing CM contract with All-Site Construction Inc. to provide construction management services for capital projects under \$2,000,000 associated with Palm Beach County’s Emergency Operations Center (EOC), Four Points Facility and SOE Facility. On November 5, 2019, via Agenda Item 4C-1, the Board of County Commissioners (BCC) authorized the County Administrator or designee, which in this case shall be the Director of Facilities Development & Operations, to execute Amendment No. 1 in an amount not to exceed \$400,000. Amendment No. 1 authorized All-Site Construction Inc., to establish a GMP for modifications to the Supervisor of Elections Administration Facility located at 240 South Military Trail West Palm Beach. The work consists of the addition of new modular work stations, two offices, upgrading the entry door for compliance with the Americans with Disabilities Act (ADA), new electrical wiring for the work stations, and a new lobby service counter. The attached Amendment was fully executed on behalf of the BCC by the Director of the Facilities Development and Operations Department effective as of November 5, 2019. In accordance with the County Policy and Procedures Manual (PPM) CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating Department as a receive and file agenda item. 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). SBE participation on this Amendment is 74.07%. To date the CM has achieved 75.50% SBE participation. The CM is a local business. Funding for this project is from the Public Building Improvement Fund. **(Capital Improvements Division) Countywide/ District 2 (LDC)**

**Background & Justification:** The delegation of authority, which provided authority for the County Administrator or designee to execute this GMP, was requested to expedite the process of authorizing the CM services under 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.

**Attachments:**

- 1. GMP Amendment No. 1
- 2. 11/05/2019 Board Item 4C-1
- 3. Continuing CM Control Sheet – All-Site Construction Inc.

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Recommended By:	<u><i>[Signature]</i></u> Department Director	<u>4/2/2020</u> Date
Approved By:	<u><i>[Signature]</i></u> County Administrator	<u>2/14/2020</u> Date

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**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2020	2021	2022	2022	2023
Capital Expenditures	\$368,719				
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>	<u>368,719</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>					

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

Budget Account No:  
 Fund 3804 Dept 411 Unit B652 Object 6502

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

The Funding source for Amendment No. 1 is from the Public Building Improvement Fund.

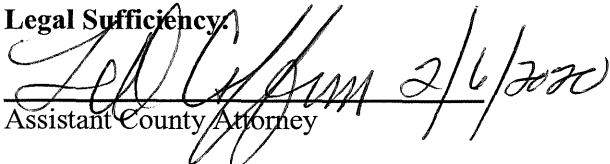
Construction: \$367,118.30  
 Staff Cost: \$ 1,600  
 Total: \$368,718.30

**C. Departmental Fiscal Review:** 

**III. REVIEW COMMENTS**

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

 2/4/2020  
 OFMB pc 2/3 WHL 2/5  
 2/5/2020  
 Contract Development and Control

**B. Legal Sufficiency:**  
 2/6/2020  
 Assistant County Attorney

**C. Other Department Review:**  
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 Department Director

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