

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

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<b>Meeting Date:</b>	<b>May 5, 2020</b>	<input checked="" type="checkbox"/>	<b>Consent</b>	<input type="checkbox"/>	<b>Regular</b>
		<input type="checkbox"/>	<b>Workshop</b>	<input type="checkbox"/>	<b>Public Hearing</b>

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<b>Department:</b>	<b>Engineering &amp; Public Works Department</b>
<b>Submitted By:</b>	<b>Engineering &amp; Public Works Department</b>
<b>Submitted For:</b>	<b>Roadway Production Division</b>

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:**

- A) the first amendment to the annual civil engineering professional services contract R2019-0714 dated June 4, 2019 with Baxter & Woodman, Inc. (BWI), to extend the contract expiration date from June 3, 2020 to June 3, 2021, and allow for other amendments to the contract;
- B) the first amendment to the annual civil engineering professional services contract R2019-0715 dated June 4, 2019 with Civil Design, Inc. (CDI), to extend the contract expiration date from June 3, 2020 to June 3, 2021, modify the fee schedule, and allow for other amendments to the contract;
- C) the first amendment to the annual civil engineering professional services contract R2019-0716 dated June 4, 2019 with Keshavarz & Associates, Inc. (KAI), to extend the contract expiration date from June 3, 2020 to June 3, 2021, modify the fee schedule, and allow for other amendments to the contract; and
- D) the first amendment to the annual civil engineering professional services contract R2019-0717 dated June 4, 2019 with Mock, Roos & Associates, Inc. (MRA), to extend the contract expiration date from June 3, 2020 to June 3, 2021, and allow for other amendments to the contract.

**SUMMARY:** Approval of these amendments will extend the expiration dates of the contracts with BWI, CDI, KAI and MRA from June 3, 2020 to June 3, 2021. These approvals will also amend Section 7.8 – Subcontracting to replace the Small Business Enterprise (SBE) ordinance language with the Equal Business Opportunity (EBO) ordinance language, amend Section 9 – Criminal History Records Check and add Section 24 – VSS Registration Required. Approval of the first amendments with CDI and KAI will also adjust their hourly rates as allowed in the original contracts. All the contracts were presented to the Office of Equal Business

(Continued on page 3)

**Background and Justification:**

(Continued on page 3)

**Attachments:**

- 1. First Amendment with BWI and Ebix Insurance Compliance (2)
- 2. First Amendment with CDI with Exhibit B1 and Ebix Insurance Compliance (2)
- 3. First Amendment with KAI with Exhibit B1 and Ebix Insurance Compliance (2)
- 4. First Amendment with MRA and Ebix Insurance Compliance (2)

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Recommended by:	<i>YBH/TEL</i> <i>David F. Red</i>	<i>4/07/2020</i>
	County Engineer	Date
Approved By:	<i>Poe</i>	<i>4/14/20</i>
	Assistant County Administrator	Date



**SUMMARY:** (Continued from page 1)

Opportunity's (OEBO) goal setting committee on November 6, 2019 and an Affirmative Procurement Initiative (API) of 20% SBE subcontracting participation goal was set. Tasks in the amount of \$90,853.50 have been authorized for CDI with 100% SBE participation. Tasks in the amount of \$0 have been authorized for BWI, KAI, and MRA. BWI, CDI, KAI, and MRA are all County based companies. CDI is a certified Small Minority Women Business Enterprise company and KAI is a certified Small Minority Business Enterprise company. Countywide (YBH)

**Background and Justification:** (Continued from page 1)

In accordance with the Board of County Commissioners (BCC) adopted procedures pursuant to Section 287.055, Florida Statutes, Consultants Competitive Negotiations Act, BWI, CDI, KAI and MRA were selected to provide professional services required for civil engineering throughout the County. It is the consensus of the user departments that BWI, CDI, KAI and MRA are needed to provide professional services for up-coming County civil engineering projects. These first amendments to the contracts have been reviewed with BWI, CDI, KAI and MRA, and the Engineering Department recommends BCC approval to maintain continuity of these professional services required by the County for an additional year.