

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

<b>Meeting Date:</b>	<b>June 2, 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>
<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>				

**I. EXECUTIVE BRIEF**

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

- A) an Annual Structural Engineering Services contract with Alan Gerwig & Associates, Inc. (AGA);
- B) an Annual Structural Engineering Services contract with R.J. Behar & Company, Inc. (RJB);
- C) an Annual Structural Engineering Services contract with Scalar Consulting Group Inc. (SCG); and
- D) an Annual Structural Engineering Services contract with WGI, Inc. (WGI).

**SUMMARY:** Approval of these contracts will provide the necessary professional services for structural engineering on a task order basis, for Palm Beach County (County) projects, as required for all user departments. The contract periods are for thirty-six months from the date of the Board of County Commissioners' (BCC) approval. On April 3, 2019, the Goal Setting Committee set a 20% Small Business Enterprise (SBE) minimum mandatory participation goal as the Affirmative Procurement Initiative for these contracts. AGA committed to 90% SBE participation and is a certified SBE company. Anne Gerwig, Mayor of Wellington, is owner of 1% of AGA. In the event any item would come before her that would offer a special financial benefit to her or her business relating to this contract, AGA has disclosed that it would require her to recuse herself from that item, thereby removing any conflict of interest for herself, AGA and the County. Anne Gerwig also serves as chair of the Citizens Advisory Committee on Health and Human Services as a Palm Beach County League of Cities representative, which is purely advisory and without oversight of this contract. Disclosure of these contractual relationships at a noticed public meeting is provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. RJB committed to 22% SBE participation, SCG committed to 20% SBE participation, and WGI committed to 28% SBE participation. AGA, SCG and WGI are all County based companies. RJB has their corporate office located in Pembroke Pines, Florida and has an office based in the County. Countywide (YBH)

**Background and Justification:**

(Continued on Page 3)

**Attachments:**

- 1. Contract with AGA with Exhibits A, B, C, D, Disclosure Statement and Ebix Insurance Compliance (2)
- 2. Contract with RJB with Exhibits A, B, C, D and Ebix Insurance Compliance (2)
- 3. Contract with SCG with Exhibits A, B, C, D and Ebix Insurance Compliance (2)
- 4. Contract with WGI with Exhibits A, B, C, D and Ebix Insurance Compliance (2)

Recommended by: <u>YBH/TEL</u>	<u>[Signature]</u>	<u>5/15/2020</u>
	County Engineer	Date
Approved By: <u>[Signature]</u>	<u>[Signature]</u>	<u>5/11/20</u>
	Assistant County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

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

<b>Fiscal Years</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>Capital Expenditures</b>	<u>\$ -0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>Operating Costs</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>External Revenues</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>Program Income (County)</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>In-Kind Match (County)</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>NET FISCAL IMPACT</b>	<u>\$ **</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b># ADDITIONAL FTE</b>					
<b>POSITIONS (Cumulative)</b>					

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

Budget Account No: Various


Recommended Sources of Funds/Summary of Fiscal Impact:

\*\* Fiscal impact is indeterminable at this time. These firms are authorized to provide services on a task order basis. Funding will be established by project as necessary.

C. Departmental Fiscal Review: Shall be

### III. REVIEW COMMENTS

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

 5/5/2020  
 AP OFMB 8/5/5

*Dr. J. Jacobus* 5/17/2020  
Contract Dev. and Control  
*5/16/20 TW*

**B. Approved as to Form  
and Legal Sufficiency:**

MBHewar 5/11/2020  
Assistant County Attorney

### C. Other Department Review:

**Department Director**

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

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

On October 31, 2019, the Consultant's Competitive Negotiations Act Selection Committee selected AGA, RJB, SCG and WGI and, in accordance with PPM CW-O-048, the BCC was notified of the selection on November 5, 2019. The County is now contracting with AGA, RJB, SCG and WGI to provide the necessary professional services.

After reviewing the attached contracts and finding them in proper order, the Engineering Department recommends BCC approval. Approval of these contracts will ensure the continued process of professional services required by the County.