

Agenda Item No.: 3-C-6

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date:	June 2, 2020	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
		<input type="checkbox"/>	Workshop	<input type="checkbox"/>	Public Hearing
Department:	Engineering & Public Works Department				
Submitted By:	Engineering & Public Works Department				
Submitted For:	Roadway Production Division				

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) an Annual Intersection Improvements Services contract with HSQ Group, Inc. (HSQ); and
- B) an Annual Intersection Improvements Services contract with Propel Engineering, Inc. (PEI).

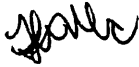
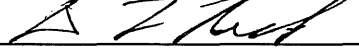
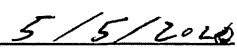

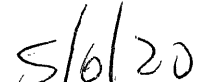
SUMMARY: Approval of these contracts will provide the necessary professional services for intersection improvements on a task order basis, for Palm Beach County (County) projects, as required for all user departments. The contract periods are for thirty-six months from the date of approval by the Board of County Commissioners (BCC). On May 1, 2019, the Goal Setting Committee set Affirmative Procurement Initiatives of Small Business Enterprise (SBE) Evaluation Preference Option 2, with a 20% SBE minimum mandatory participation goal for these contracts. HSQ committed to 75% SBE participation and PEI committed to 89% SBE participation. Both are County based certified SBE companies. Countywide (YBH)

Background and Justification: On December 11, 2019, the Consultant's Competitive Negotiations Act Selection Committee selected HSQ and PEI and, in accordance with PPM No. CW-O-048, the BCC was notified of the selection on December 18, 2019. The County is now contracting with HSQ and PEI to provide the necessary professional services.

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

Attachments:

1. Contract with HSQ with Exhibits A, B, C, D and Ebix Insurance Compliance (2)
2. Contract with PEI with Exhibits A, B, C, D and Ebix Insurance Compliance (2)

Recommended by:	 YBH/TEL	 County Engineer	 Date
Approved By:	 Assistant County Administrator	 Date	

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

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

Is Item Included in Current Budget?	Yes	No
Does this item include the use of federal funds?	Yes	No <input checked="" type="checkbox"/>

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: *Abwillhite*

III. REVIEW COMMENTS

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


 5/5/2020
 R. OFMB 8/5/5

Ans. J. Jawahar
Contract Dev. and Control
5/6/2020

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

and Legal Sufficiency: 5/6/2020
Bo- YBH
 . YBH
Assistant County Attorney

C. Other Department Review:

Department Director

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