

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

| | | | |
|----------------------|--------------|--------------|--------------------|
| Meeting Date: | June 2, 2020 | (X) Consent | () Regular |
| | | () Workshop | () Public Hearing |

Department: Environmental Resources Management

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Task Assignment Change Order No. 1, to the State of Florida, Department of Environmental Protection (FDEP) Amended and Restated Contract No. GC896 (R2019-1174) (Contract), Task Assignment No. GC896-04, provides a decrease of state funding for variable bonus payments of petroleum cleanup in the amount of \$15,000. The task performance period is for July 1, 2019 to June 30, 2020.

Summary: On June 21, 2016, the Board of County Commissioners approved FDEP Contract No. GC896 (R2016-0787) to administer the Petroleum Restoration Program through the Department of Environmental Resources Management (ERM). Delegated authority to sign all future time extensions, task assignments, certifications, and other forms associated with this Contract was approved at that time. Task Assignment No. GC896-01 (R2016-1603) was approved November 1, 2016, Task Assignment No. GC896-02 (R2017-1592) was approved October 17, 2017, Task Assignment No. GC896-03 (R2018-1208) was approved August 14, 2018, and Task Assignment No. GC896-04 (R2019-1174) was approved August 20, 2019. The total budget amount for Task Assignment No. 4 is \$497,333, which provides for bonus incentives that cannot exceed \$29,133. Task Assignment Change Order No. 1, upon the request of FDEP, is for a reduction of \$15,000 from the total incentive payment \$29,133. Task Assignment No. 4 projected incentive payments should not exceed the new total of \$14,133. In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating department as a receive and file agenda item. **There is no cost to the County.** Countywide (SS)

Background and Justification: Petroleum cleanup services under a series of contracts with the FDEP has been in effect since 1988. The current program, known as the Petroleum Restoration Program, involves contamination cleanup activities within Palm Beach County on behalf of FDEP. The program is being administered by ERM for a five year period from July 1, 2016 through June 30, 2021.

Attachments:

1. Task Assignment Change Order No. 1
 2. Delegation of Authority
-

Recommended by:



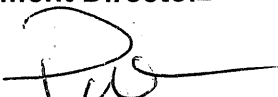
Department Director

4-20-20

Date

SAS 4/15/20

Approved by:



Assistant County Administrator

5/11/20

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2020 | 2019 | 2020 | 2021 | 2022 |
|--|--|-------|-------------|-------|-------|
| Capital Expenditures | _____ | _____ | _____ | _____ | _____ |
| Operating Costs | _____ | _____ | _____ | _____ | _____ |
| External Revenues | _____ | _____ | _____ | _____ | _____ |
| Program Income (County) | _____ | _____ | _____ | _____ | _____ |
| In-Kind Match (County) | _____ | _____ | _____ | _____ | _____ |
| NET FISCAL IMPACT | <u>0</u> | _____ | _____ | _____ | _____ |
| No. ADDITIONAL FTE POSITIONS (Cumulative) | _____ | _____ | _____ | _____ | _____ |
| Is Item Included in Current Budget? | Yes <u>X</u> | | No _____ | | |
| Does this item include the use of federal funds? | Yes _____ | | No <u>X</u> | | |
| Budget Account No.: | Fund <u>1230</u> Department <u>380</u> Unit <u>3235</u> Object _____ | | | | |
| Reporting Category | _____ | | | | |

B. Recommended Sources of Funds/Summary of Fiscal Impact:
No Fiscal Impact.

C. Department Fiscal Review: S. Henry

III. REVIEW COMMENTS

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

P. R. R. 5/17/20 A. S. J. 5/18/2020
OFMB Chw 5/7 Contract Dev. and Control

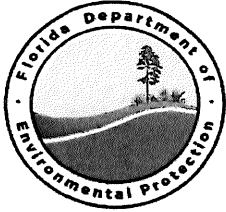
B. Legal Sufficiency:

/s/ Scott Stone 4/15/20
Assistant County Attorney

C. Other Department Review:

Department Director

ATTACHMENT 1



Florida Department of Environmental Protection
TASK ASSIGNMENT CHANGE ORDER FORM

Required Signatures: Adobe Signature

Task Assignment Number: GC896-4 Date: 03/10/2020 Change Order No. 01

Contractor Name: Board of County Commissioners Palm Beach County

Contractor Representative: Deborah Drum

DEP Contract Manager: David G. Warfel

Description of Change (Use additional sheets if necessary):

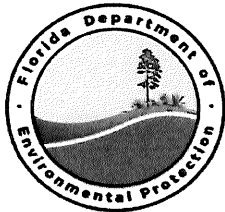
This Task Assignment Change Order is to reduce the Incentive Payment total amount budgeted under Task Assignment 4 between Palm Beach County Environmental Resources Management Office and State of Florida Department of Environmental Protection. The Department has determined through projection analysis that the total funds budgeted for Incentive Payments is in excess and can be reduced by \$15,000.00.

Change in Task Amount

| Item | Cost Reimbursement | Fee Schedule | Total |
|---|--------------------|--------------|---------------|
| Original Task Amount: | | \$497,333.00 | \$ 497,333.00 |
| Task amount prior to this change order: | | \$497,333.00 | \$ 497,333.00 |
| Net increase/decrease in task amount: | | -\$15,000.00 | -\$15,000.00 |
| Task amount with all change orders: | | \$482,333.00 | \$482,333.00 |

Change in Task Time

| | |
|---|------------|
| Original task completion date: | 06/30/2020 |
| Completion date prior to this change: | 06/30/2020 |
| Net increase/decrease in task period: | 0 |
| Completion date with all change orders: | 06/30/2020 |



Florida Department of Environmental Protection

TASK ASSIGNMENT CHANGE ORDER FORM

Change in Funding Information

| Budget Entity | Project # | Grant # | Org Code | Fund | Special Category | Object Code | EO | Amount |
|---------------|-----------|---------|-------------|--------|------------------|-------------|----|-----------|
| 37450300 | GC896 | | 37450401002 | 212001 | 104138 | 131545 | JN | -\$15,000 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Total: | | | | | | | | -\$15,000 |

CONTRACTOR

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

David G. Warfel

Digitally signed by David G. Warfel
Date: 2020.03.26 07:33:05 -04'00'

Contract Manager

Date

Contract Manager

Date

CONTRACTOR

Contract Manager

Date

APPROVED:

Griffin Kolchakian

Digitally signed by Griffin
Kolchakian
Date: 2020.03.26 11:07:49 -04'00'

Budget Representative

John Truitt

Digitally signed by John Truitt
Date: 2020.03.26 13:45:38
-04'00'

Deputy Secretary

Justin Wolfe

Digitally signed by Justin Wolfe
Date: 2020.04.10 14:02:50
-04'00'

Secretary

Date

Date

Date

cc: Procurement Section (MS93)
Bureau of Finance & Accounting (MS78) - 2 copies