Agenda Item #: 3-C-8

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date:	February 9, 2021	[X]	Consent Workshop	[]	Regular Public Hearing
Department: Submitted By: Submitted For:	Engineering & Public Engineering & Public Roadway Production	e Works I	<b>Department</b>	•	

#### I. EXECUTIVE BRIEF

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

- A) a Work Task Order (WTO) to the Annual Intersection Professional Services Contract (R2020-0542) dated June 2, 2020 (Contract) with Propel Engineering, Inc. (PEI) in the amount of \$209,694.31 for Haverhill Road from south of Ceceile Avenue to north of Century Boulevard (Project); and
- B) a budget transfer of \$267,200 in the Road Impact Fee Fund Zone 2 from reserves to appropriate developer contribution funding received from Haverhill Commons to the Project.

SUMMARY: Approval of this WTO and budget transfer will provide the professional services necessary to widen Haverhill Road and provide a northbound right turn lane north of the Haverhill Road and Ceceile Avenue intersection. The Affirmative Procurement Initiatives selected for this Contract on May 1, 2019 by the Goal Setting Committee are a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE Evaluation Preference. PEI agreed to 89% SBE participation for the Contract and their SBE participation for this WTO met that goal. Their cumulative SBE participation to date including this WTO is 90.51%. PEI is a Palm Beach County (County) based company and a certified SBE company. This Project is included in the Five-Year Road Program. Districts 2 & 7 (YBH)

**Background and Justification:** On June 2, 2020, the Board of County Commissioners (BCC) approved the Contract with PEI to provide intersection improvement professional services throughout the County. The fee, as detailed in **Exhibit B** of the attached WTO, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$145,835.76	(Roadway & Drainage Analysis and Plans, Utilities, Environmental Permits, and Signing and Pavement Marking Analysis and Plans)
Reimbursable Services (Not to Exceed)	\$ 32,724.31	(Permit Fees and Prints,
Optional Services (Not to Exceed)	\$ 31,134.24	Surveying and Geotechnical) (Post Design, As-Built Plans,
		Surveying, Utility Locates, Sketch and Legal Description)
Total:	\$209,694.31	

After reviewing the attached WTO and finding it in proper order, the Engineering Department recommends BCC approval.

### Attachments:

- 1. Location Map
- 2. Work Task Order with Exhibits A, B, C & Ebix Insurance Compliance (2)
- 3. Budget Transfer

Recommended by: YEN INC.	52/Min/	1/14/2021
Ţ	County Engineer	Date
Approved By:	tall	1/28/21
	Assistant County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

## A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	<u>\$302,574</u>	0-	-0-	0-	
<b>Operating Costs</b>		0-		-0-	
External Revenues	(\$267,200)	0-	-0-	-0-	-0-
Program Income (County)	-0-		-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	\$35,374	0-		-0-	
# ADDITIONAL FTE					
<b>POSITIONS (Cumulative)</b>				***************************************	

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

## Budget Account No:

Fund 3502 Dept 361 Unit 1926 Object 6505/8201/6693

Recommended Sources of Funds/Summary of Fiscal Impact:

Road Impact Fee Fund - Zone 2

Haverhill Rd., S. of Ceceile Ave. to N of Century Blvd.

New Task Authorization	
Basic Services	\$ 145,835.76
Reimbursables	\$ 32,724.31
Optional Services	\$ 31,134.24
Total Task Authorization	\$ 209,694.31
Staff Charges	
Roadway Production	\$ 41,939.00
Right of Way	\$ 10,485.00
Survey	\$ 10,485.00
Traffic	\$ 29,970.00
Developer Contribution	
Haverhill Commons	(\$ 267,200.00)
Fiscal Impact	\$ 35,373.31

C. Departmental Fiscal Review: \_.

## III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract	Dev. and Contr	1 1 1 10	7
DE OFMB	80119	Contract Dev. and Control	1128/21
B. Approved as to Form		10 49 100	

and Legal Sufficiency:

C. Other Department Review:

**Department Director** 

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

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2021\21.043.HAVERHILL COMMONS

DEVELOPER