

Agenda Item #: 34-2

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

Meeting Date: February 09, 2021

Consent
 Workshop

Regular
 Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a Contract with Song & Associates, Inc., in the amount of \$355,288.10 to provide professional architectural/engineering (A/E) design, programming, site plan approval, permitting, and construction administration services for phase 1 of the new Mosquito Control Division Compound project for a period of three years and four months or until the construction achieves final completion.

Summary: The Mosquito Control Division Compound project is to be located on an approximately 5.86 acre site at the intersection of Lantana Road and 95th Avenue South in unincorporated Lantana. The project entails a new chemical storage building, office/lab building, a fuel island and surface parking for deliveries, visitors and employees. Site clearing and infrastructure improvements are also required in order to add the new buildings and required site amenities, which will be completed in phases. This contract authorizes the initial phase of the project and a Consultant Service Authorization will be issued to authorize each subsequent phase. Phase 1 includes, but is not limited to, professional A/E design services for the construction of the chemical storage facility, and a fuel island with a canopy and control kiosk, as well as site development and improvements. The solicitation for design professionals was advertised on January 12, 2020 according to the Equal Business Opportunity (EBO) Ordinance, with the final selection on September 17, 2020. The project was presented to the Goal Setting Committee on November 6, 2019. The Committee established Affirmative Procurement Initiatives (API) of a Small Business Enterprise (SBE) participation evaluation preference of up to 15 points for the selection of the consultant and a minimum mandatory contract goal of 20% SBE participation. Song & Associates, Inc. is not a SBE, but will be utilizing three (3) SBE and Minority Business Enterprise (MBE) sub-consultants on this project. The consultant has committed to 82% SBE participation for this contract. SBE participation for Phase 1 of the project is 48.3%. Song & Associates, Inc. has engaged Alan Gerwig & Associates, Inc., as a sub-consultant on this project. Anne Gerwig is a 1% owner of Alan Gerwig & Associates; Ms. Gerwig serves on the Citizens Advisory Committee on Health and Human Services, which is a purely advisory committee of the Board of County Commissioners. The Citizens Advisory Committee provides no regulation, oversight or policy setting recommendations regarding this contract, which was procured competitively. This disclosure is made pursuant to Section 2-443(d) of the Palm Beach County Ethics Code. The consultant is not a Palm Beach County Business. Funding for this project is from the Public Building Improvement fund. **(Capital Improvements Division) Countywide/ District 3 (LDC)**

Background and Justification: Selection of the design professional was performed pursuant to the Consultant Competitive Negotiations Act (CCNA), Florida Statute 287.055 on September 17, 2020. The existing Mosquito Control Facility is an older facility in need of major repair and renovations. The decision to build a new facility, on a separate County-owned adjacent property in close proximity to the existing facility, was made to allow continued operations while simultaneously addressing additional office/lab and storage needs. The Mosquito Control Division is responsible for maintaining levels of arthropod control that will protect human health/safety in the surrounding community.

Attachments:

1. Location Map
2. Budget Availability Statement
3. Song & Associates, Inc - Contract
4. Disclosure of Ownership Interests
5. Conflict of Interest Disclosure – Alan Gerwig & Associates, Inc.

Recommended by: *Samuel C. Ayak Colley* 1-14-21
Department Director Date

Approved by: *W. Baker* 2/2/21
County Administrator Date

This agenda item is more than 100 pages and may be viewed in Minutes.

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	<u>\$373,865</u>	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$373,865</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget:		Yes	<u>X</u>	No	_____
Does this item include use of federal funds?		Yes	_____	No	<u>X</u>

Budget Account No: Fund 3804 Dept 411 Unit B651 Object 4907
Professional Services \$355,288.10
Staff Cost \$ 18,576.00
Total \$373,864.10

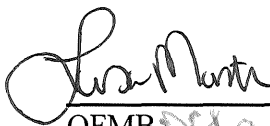

B. Recommended Sources of Funds/Summary of Fiscal Impact:

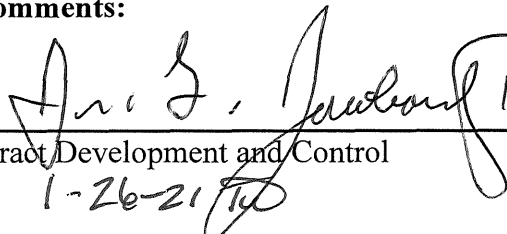

The funding source for this project is the Public Building Improvement (Ad Valorem) fund.

C. Departmental Fiscal Review: 

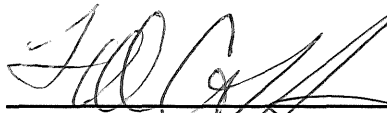
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 1/19/21
 OFMB  1/19

 1/26/21
 Contract Development and Control
 1-26-21 

B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

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