

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

Meeting Date: May 18, 2021

Consent  
 Workshop

Regular  
 Public Hearing

Department: Facilities Development & Operations

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** Supplement No. 1 to Consultant Services Authorization (CSA) No. 3 to the continuing design contract with Leo A. Daly Company (Consultant) (R2018-0917) in the amount of \$272,746 to provide professional architectural and engineering services for the Vista Center Covered Drop Off and Main Lobby Modifications project located at 2300 N Jog Road, West Palm Beach.

**Summary:** On June 19, 2018, the Board of County Commissioners (Board) approved a continuing contract (R2018-0917) with the Consultant to provide professional architectural services for planned or potential future renovations, expansions, modifications and/or additions to existing judicial type facilities. CSA No. 3 authorized an assessment and evaluation of security concerns at the main lobby of the 2300 Vista Center building (Vista Center). The security improvements to be designed at the Vista Center are akin to the typical security provisions found at judicial facilities (e.g. screening stations) therefore, although Vista Center is not a judicial facility, the scope of work for this CSA remains within the overall scope of the continuing contract. Supplement No. 1 to CSA No. 3 authorizes design services for modifications and security enhancements to accommodate an efficient, secure and central location for customers to perform tasks related to fire, health, zoning and engineering reviews. Additionally, the CSA authorizes design services for a new covered drop-off at the north side of the main public entry of the Vista Center to better serve staff and patrons during inclement weather. The continuing professional services contract was advertised according to the County's prior Small Business Enterprise (SBE) program where a 15% subcontracting goal was applied. The consultant committed to a contract goal of 25%. SBE participation on this CSA is 27.19%. To date, the overall SBE participation on this continuing contract is 25.35%. The consultant is not a certified SBE. The Consultant has a local office in Palm Beach County. The funding sources for this project is from the Building Capital Projects fund and Municipal Services Taxing District (MSTD) fund. **(Capital Improvements Division) District 2 (MWJ)**

**Background and Justification:** Selection of the design professional was performed on March 21, 2018 pursuant to the Consultant Competitive Negotiation Act (CCNA), Florida Statute 287.055. The design modifications and security enhancements implement centralized operational measures for incoming customers, addresses concerns surrounding COVID-19 by creating a controlled space for all customer service activities, and provides for a new covered drop off that shelters both staff and patrons during inclement weather.

- Attachments:**
- 1. Location Map
  - 2. Budget Availability Statement
  - 3. Supplement No. 1 to CSA No. 3
  - 4. Leo A. Daly Company - CSA History

Recommended by: *[Signature]* Department Director 4/23/21 Date

Approved by: *[Signature]* County Administrator 5/4/21 Date

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


Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	\$285,646	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<b>\$285,646</b>	<b>-0-</b>	<b>-0-</b>	<b>-0-</b>	<b>-0-</b>
# 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 3904 Dept 601 Unit Z015 Object 4610 \$274,846.18  
 Fund 1400 Dept 600 Unit 6107 Object 4610 \$10,799.82

Professional Services \$272,746.00  
 Staff Costs \$ 12,900.00  
 Total \$285,646.00

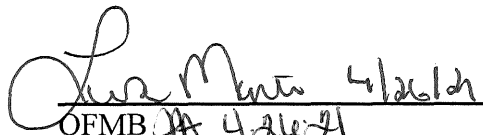
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

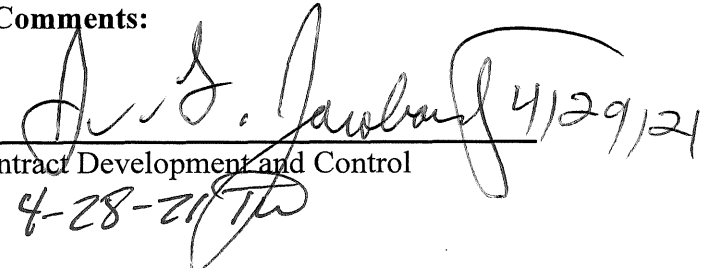
The funding source for this work is from the Building Capital Projects fund & Municipal Services Taxing District (MSTD) fund.

C. Departmental Fiscal Review: 

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development Comments:**

 4/26/21  
 OFMB # 42621  
 LM 4/26  
 HG 4/26

 4/29/21  
 Contract Development and Control  
 4-28-21

**B. Legal Sufficiency:**

 5/4/21  
 Assistant County Attorney

**C. Other Department Review:**

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 Department Director