

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

Meeting Date: July 13, 2021

Consent
 Workshop

Regular
 Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 4 to the annual structural engineering services contract with Alan Gerwig & Associates, Inc. (Consultant) (R2020-0547) in the amount of \$117,484.46 to provide structural engineering services for the Water Utilities Department (WUD) Shade Structures at the Central Region Operation Complex (CROC) and Water Treatment Plant (WTP) # 9 project.

Summary: On June 2, 2020, the Board of County Commissioners (Board) approved the contract with the Consultant to provide annual structural engineering services. CSA No. 4 to the annual contract authorizes professional services for the construction of pre-engineered shade structures over an outdoor storage area housing pump equipment at the CROC located at 8100 Forest Hill Blvd, West Palm Beach and over the flush system tank pad at WTP #9 located at 22530 S.W. 65th Ave, Boca Raton. The sump pumps are aging at an advanced rate, which staff suspects is due to their constant exposure to the sun. Additionally, the overhead crane/lift system will be installed under the shade structures for ease of maintenance and for safety reasons, as these pumps are large and heavy. On April 3, 2019, the Goal Setting Committee established an Affirmative Procurement Initiative (API) for this annual contract of a mandatory 20% Small Business Enterprise (SBE) subcontracting goal. The consultant committed to an SBE participation goal of 90% for the annual contract. SBE participation on this CSA is 54.84%. To date the overall SBE participation on this continuing contract is 66.12%. The Consultant is a certified SBE and a local business. 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 funding source for this project is from the WUD Operations and Maintenance fund. **(Capital Improvements Division) Districts 2 and 5 (LDC)**

Background and Justification: On October 31, 2019, the final selection committee selected the Consultant in accordance with Board adopted procedures, pursuant to Florida Statute 287.055 (Consultants Competitive Negotiation Act) to provide structural engineering services on a task order basis.

Attachments:

1. Location Map
2. Budget Availability Statement
3. Consultant Services Authorization No. 2
4. Conflict of Interest Disclosures – Alan Gerwig & Associates, Inc.
5. Alan Gerwig & Associates, Inc. - Contract History

Recommended by:  6/14/21
Department Director Date

Approved by:  6/23/21
County Administrator Date

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	\$123,085	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	\$123,085	<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 4011 Dept 721 Unit W006 Object 6502

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

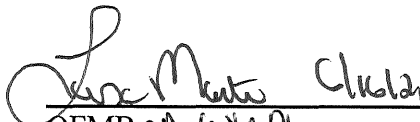
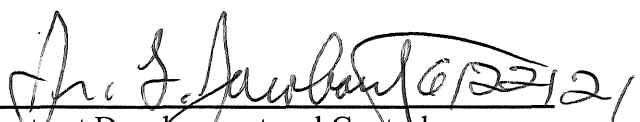
The funding source for this work is from Water Utilities Department Operations and Maintenance fund

Professional Services	\$117,484.46
Staff Cost	\$ 5,600.00
Total	\$123,084.46

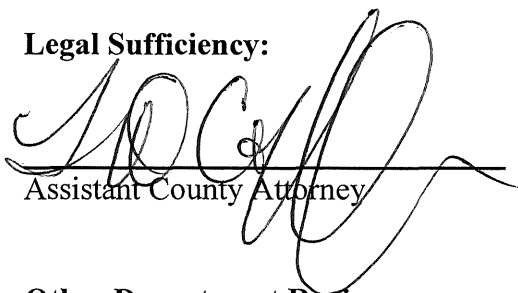
C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:


 OFMB *off 6-16-21*
 UMB *6/16*

 Contract Development and Control
6-22-21

B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director