

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

Meeting Date: August 17, 2021

Consent       Regular  
 Workshop       Public Hearing

Submitted By: Department of Airports

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: Amendment No. 1 to the General Consulting Agreement with HDR Engineering, Inc. (HDR) for Consulting/Professional Services, to exercise the first one (1) year renewal option for the continued performance of professional planning and design services related to the approved Palm Beach County Airports Capital Improvement Program.

**Summary:** The Consulting Agreement with HDR for general airport planning and design was approved by the Board on August 20, 2019 (R-2019-1157) in the amount of \$960,107 in order to carry out the approved Capital Improvement Programs for the County's Airports. Approval of Amendment No. 1 will allow the County, at its sole discretion, to exercise the first one-year renewal option for the continuation of services provided under this agreement. HDR is a Omaha, Nebraska based firm; however, the majority of the work to be completed in this agreement will be managed through their West Palm Beach, Florida office in conjunction with several Palm Beach County-based and South Florida-based sub-consultants and firms. A Disadvantaged Business Enterprise (DBE) goal of 20% was set for this contract. HDR committed to 20% DBE participation for this agreement. The current paid to date DBE participation is approximately 14%. The DBE participation for this Amendment is 0% as no new tasks are being proposed. As new tasks are developed and approved throughout the period of performance for this agreement, the overall DBE participation is expected to increase in order to satisfy HDR's commitment of 20%.

**Countywide (AH)**

**Background and Justification:** In order to carry out the approved Capital Improvement Program for the County, the Department of Airports requires professional planning and design engineering services. This agreement is for 2 years with 2 one (1) year renewal options. The base agreement expires on August 19, 2021, thus requiring the renewal option to ensure continuation of the services provided by the Consultant under this agreement. Approval of Amendment No. 1 allows for the continuation of services necessary for the development and operation of the County's airport system.

**Attachments:**

1. Amendment No. 1 with HDR Engineering, Inc. – 3 Originals
2. DBE Goal Information

Recommended By:	<u>YMB</u> <i>Laura Buba</i>	<u>7-1-21</u>
	Department Director	Date
Approved By:	<i>CBaker</i>	<u>7/8/21</u>
	County Administrator	Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	* =====	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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

Budget Account No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_ *JH.*  
 Reporting Category \_\_\_\_\_

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

\* There is no Fiscal Impact for this item.

C. Departmental Fiscal Review: *Williamson*

**III. REVIEW COMMENTS**

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

*Lisa Munte* 7/16/21  
 OFMB JA 7.2.21  
*(LW)* 7/2/21

*J. J. Faulkner* 7/18/21  
 Contract Dev. and Control  
 7-21 JW

**B. Legal Sufficiency:**

*Jean-Adel Williams*  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

REVISED 11/17

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)



**Palm Beach County  
Compliance Summary Report**

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00000767	HDR Engineering, Inc.	Modified	Compliant with Minor/Expiring Deficiencies					DOA 18-2B	Airport Civil Consulting Services
		Ap , XV	Liberty Mutual Fire Insurance Company	AS2641444950041	6/1/2021	6/1/2022	Auto Liability		
		Ap , XV	Ohio Casualty Insurance Company	EUO21S7919363	6/1/2021	6/1/2022	Excess Liability		
		Ap , XV	Liberty Mutual Fire Insurance Company	TB2641444950031	6/1/2021	6/1/2022	General Liability		
		Ap , XV	Lexington Insurance Company	061853691	6/1/2021	6/1/2022	Professional Liability		
		Ar , XV	Liberty Insurance Corporation	WA764D444950011	6/1/2021	6/1/2022	Workers Comp		

**Risk Profile :** Standard - General Services-AOA  
**Required Additional Insured :** Palm Beach County Board of County Commissioners  
**Ownership Entity :**

## CERTIFICATE

The undersigned hereby certifies that she is the Assistant Secretary of HDR Engineering, Inc., a Nebraska corporation (the "Corporation"), and that, as such, has custody of the minute books of the Corporation, and that, by Consent and Agreement of the Board of Directors, the following resolution was unanimously adopted:


**"RESOLVED**, that effective immediately, and until termination of said individual from the Corporation, or until rescission by the Corporation's Board of Directors, whichever occurs first, the following individuals are hereby granted the nondelegable authority to execute or approve on behalf of the Corporation, contracts, amendments or change orders for engineering services and architectural services incidental to engineering services to be rendered by the Corporation, . . . , or releases of claim or lien in connection with such services, such contracts, amendments, change orders or releases so executed or approved shall be binding upon the Corporation:

. . . Melanie E. Fowler – Vice President . . ."

The undersigned further certifies that the foregoing resolution has been spread in full upon the minute books of the Corporation and is in full force and effect.

DATED June 28, 2021.

(CORPORATE SEAL)

  
Elizabeth C. Buell, Assistant Secretary

**AMENDMENT NO. 1 TO CONTRACT  
BETWEEN  
PALM BEACH COUNTY DEPARTMENT OF AIRPORTS  
AND  
HDR ENGINEERING, INC.  
FOR  
CONSULTING / PROFESSIONAL SERVICES AT  
PALM BEACH COUNTY AIRPORTS**

This Amendment No. 1 to the Contract is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between **Palm Beach County**, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the **COUNTY**, and **HDR Engineering, Inc.**, [ ] an individual, [ ] partnership, [X] a corporation authorized to do business in the State of Florida, hereinafter referred to as the **CONSULTANT**, whose Federal Tax I.D. number is 470680568.

**WITNESSETH**

WHEREAS, on August 20, 2019, the COUNTY entered into an Agreement (R-2019-1157) with the CONSULTANT for the CONSULTANT to provide Consulting / Professional Services for the Palm Beach County Department of Airports at Palm Beach County Airports (PBI, F45, LNA, & PHK); and

WHEREAS, Article 2 of the Contract defines the performance period of the contract as two (2) years, with two (2) one (1) year renewal options, the exercise of which are within COUNTY'S sole control and discretion, and

WHEREAS, it is the COUNTY'S desire to exercise the first one (1) year renewal option for the continuation of services provided by the CONSULTANT under this contract.

NOW THEREFORE, in consideration of the mutual covenants herein contained, and such other good and valuable consideration, the receipt of which the parties hereby acknowledge, the parties agree to the following terms and conditions:

1. The parties agree to amend the Contract to include the first one (1) year renewal option for the continuation of services provided by the CONSULTANT under this Contract.
2. Except as specifically amended herein, all other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused the First Amendment to the Contract to be signed by the Mayor of the Board of County Commissioners and the Seal of said Board to be fixed hereto and attested by the Clerk of said board, and the CONSULTANT, HDR Engineering, Inc., has caused these presents to be signed in its corporate name by its duly authorized officer *Melanie Fowler*, Vice President, acting on behalf of said CONSULTANT, and the Seal of said CONSULTANT to be affixed hereto and attested by the Secretary of said CONSULTANT, the day and year first written above.

ATTEST:  
JOSEPH ABRUZZO  
CLERK OF THE CIRCUIT COURT  
& COMPTROLLER

PALM BEACH COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS:

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Dave Kerner, Mayor

WITNESS:  
*Joseph Abruzzo*  
SIGNATURE

CONSULTANT:  
HDR Engineering, Inc.  
COMPANY NAME

Elizabeth Connell  
Name (type or print)

*Melanie Fowler*  
Signature

Melanie Fowler  
Name (type of print)

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

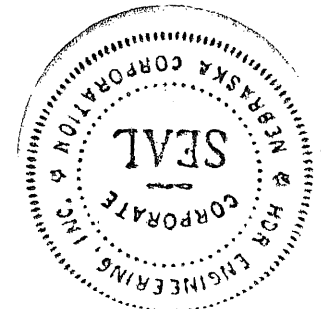
By: \_\_\_\_\_  
County Attorney

Vice President  
Title

APPROVED AS TO TERMS  
AND CONDITIONS

By: *Lana Bube*  
Director of Airports

(Corporate Seal)



<b>Airport General Consulting Professional Services - 2018</b>					
<b>RFP #: DOA-18-2B - Civil</b>					
<b>Date: November 29, 2017</b>					
<b>Marketplace: BC, PBC, MDC</b>					
<b>DBE Project Goal: 20% - adjusted for past participation</b>					
<b>NAICS Description</b>	<b>NAICS Code</b>	<b>Estimated Percentage of</b>	<b>Available DBE</b>	<b>Total Available</b>	<b>Weighted Percentage</b>
Engineering Services	541330	70.00%	149	1286	8.11%
Architectural Services	541310	0.00%	40	667	0.00%
Construction Management	236220	15.00%	239	815	4.40%
Testing Services	541380	2.50%	12	92	0.33%
Land Surveying & Mapping	541370	2.50%	24	144	0.42%
Planning Services	541320	10.00%	15	166	0.90%
Other Consulting Services	541690	0.00%	64	571	0.00%
<b>Total</b>		<b>100.00%</b>			<b>14.16%</b>

<b>General Consulting Services Contracts</b>	<b>DBE Participation (to date)</b>
R2006-2418	21%
R2009-1643	31%
R2011-1333	29%
R2014-0031	13%
<b>Median Participation</b>	25%
<b>Adjustment for Past Participation</b>	20%
<b>DBE Project Goal</b>	<b>Percentage</b>
	20%