

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

Meeting Date: August 17, 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. 6 to the continuing civil engineering contract with Civil Design, Inc. (Consultant) (R2019-0715) in the amount of \$111,290 to provide design services for the Okeehetee Parking Improvements project at the bicycle moto cross (BMX) and tennis/pickle ball areas located at Okeehetee Park, 7715 Forest Hill Boulevard, West Palm Beach.

Summary: On June 4, 2019, the Board of County Commissioners (Board) approved the continuing civil engineering contract with Civil Design, Inc. for civil engineering services. Professional engineering services for CSA No. 6 shall include design, permitting, bid phase and construction phase services for paving and expanding the parking areas at the BMX and tennis/pickle ball facilities. Accordingly, the project shall include additional lighting, sidewalks and fencing to supplement the expansion of the parking areas. The existing shellrock parking area is in constant need of repair due to heavy usage. The new improvements shall reduce the need for frequent repairs and the associated maintenance cost, and shall provide for years of service. The solicitation for the continuing civil engineering contract was advertised according to the Small Business Enterprise (SBE) Ordinance in place at the time, with final selection taking place on January 24, 2019 with an SBE goal of 15%. The Consultant committed to an SBE participation contract goal of 90%. SBE participation on this CSA is 79.59%. To date the overall SBE participation on this continuing contract is 93.41%. The Consultant is a certified Small/Minority Business Enterprise (S/MBE) and a local business. The funding source for this project is from the Parks Impact Fees Z-2 fund. **(Capital Improvements Division) District 2 (LDC)**

Background and Justification: On January 24, 2019, the final selection committee selected the Consultant in accordance with Board adopted procedures pursuant to the Consultant Competitive Negotiation Act (CCNA) Florida Statute 287.055. This project authorizes civil engineering services to expand and improve parking at the Okeehetee Park. The added parking shall accommodate additional users and provide for years of service.

Attachments:

1. Location Map
2. Budget Availability Statement
3. Consultant Services Authorization No. 6
4. Civil Design, Inc.- Contract History

Recommended by: *Barri L. Royal Colby* 7/15/21
 Department Director Date

Approved by: *W. Baker* 7/28/21
 County Administrator Date

This agenda item is more than 50 pages and may be viewed in Administration.

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	\$114,090	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	\$114,090	-0-	-0-	-0-	-0-
# 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 3602 Dept 581 Unit P899 Object 6505

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

The funding source for this work is from Park Impact Fees Z-2 fund.

Professional Services	\$111,290.00
Staff Cost	\$ 2,800.00
Total	\$114,090.00

C. Departmental Fiscal Review: *Karen Spies*

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

Lisa Martin 7/21/21
OFMB OPA 7-14-21
BR 7/19
LM
7/19

Jacoby Williams for *Kevin Jacobowitz*
Contract Development and Control
7-22-21 *kw*

B. Legal Sufficiency:

AD Coff
Assistant County Attorney

C. Other Department Review:

James E. Ciullo
Department Director

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