

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: January 4, 2022

Consent       Regular  
 Workshop       Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Consultant Services Authorization (CSA) No. 7 to the contract with Williamson and Dacar Associates, Inc. (R2018-0905) (Consultant) to provide architectural and engineering services for the Palm Tran Main Facility Parking Lot Pavement Restoration project in the amount of \$121,528.41 located at 3201 Electronics Way, West Palm Beach.

**Summary:** On June 19, 2018, the Board of County Commissioners (Board) approved the design contract with the Consultant (R2018-0905) to provide annual architectural and engineering services for federally funded projects. CSA No. 7 to the continuing contract authorizes the Consultant to provide design, bidding and construction administration services for the restoration of the paved areas within the facility. The parking lot has degraded over the years and is in need of repairs, upgrades and positive drainage. The proposed design will correct the concerns previously mentioned to provide for years of continued service. A non-mandatory Disadvantaged Business Enterprise (DBE) goal of 15% was established for this project. The Consultant is not a certified DBE. The Consultant has subcontracted a portion of their work to certified DBEs, Engenuity Group Inc., and Tierra South Florida, Inc., and committed to a 70% DBE participation goal for this project. This project is funded from the Palm Tran Grant fund. **(Capital Improvements Division) District 7, (MWJ)**

**Background and Justification:** On April 2, 2018, 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 design, permitting and construction administration services for various federally funded capital improvement/renovation projects on a task order basis.

**Attachments:**

1. Location Map
2. Budget Availability Statement
3. CSA No. 7
4. CSA History Sheet

Recommended by: *Ernie P. Royal* Department Director      12/23/2021 Date

Approved by: *Neil J. Glavin* for County Administrator      12/29/2021 Date

**II. FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	\$121,529	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	(\$121,529)	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	0	_____	_____	_____	_____
# ADDITIONAL FTE	_____	_____	_____	_____	_____
POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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

Budget Account No: Fund 1341 Dept 542 Unit 5559 Object 6506

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

The funding source for this project is from the Palm Tran Grant fund.

C. Departmental Fiscal Review: [Signature]

**III. REVIEW COMMENTS:**

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

[Signature] 12/16/21  
 OFMB [Signature] 12-6-21  
[Signature] 12-6-21  
[Signature] 12/16/21

[Signature] 12/29/21  
 Contract Development and Control  
 12-28-21 TW

B. Legal Sufficiency:

[Signature]  
 Assistant County Attorney for Mike Jones

C. Other Department Review:

[Signature]  
 Department Director

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