

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

Meeting Date: May 3, 2022

Consent

Regular

Workshop

Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

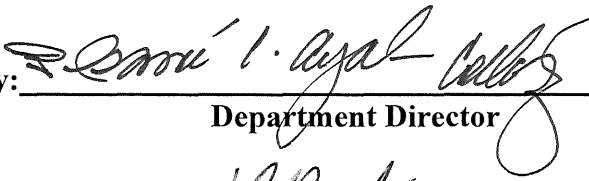
Motion and Title: Staff recommends motion to approve: a contract with Colome & Associates, Inc. (Consultant) to provide professional architectural/engineering (A/E) design, programming, site plan approval, permitting, and construction administration services for the Gramercy Park Neighborhood Center located at 5615 Parke Avenue, West Palm Beach in the amount of \$352,374.48.

Summary: The professional services include design and consulting services for a new approximately 11,200 square foot Neighborhood/Community Center ("Center"). The Center includes a large multi-purpose room, classroom, kitchen, offices, building support spaces and site amenities including a parking lot, landscaping and mulch-surfaced walking trails. The solicitation for design professionals was advertised on December 5, 2021 according to the Equal Business Opportunity (EBO) Ordinance, with final selection on March 14, 2022. The project was presented to the Goal Setting Committee on November 17, 2021. The Committee established Affirmative Procurement Initiatives (API) of a Minority/Women Business Enterprise (M/WBE) evaluation preference of up to 15 points and a minimum mandatory participation goal of 20% Small Business Enterprise (SBE) participation. The Consultant is a certified SBE firm. The Consultant committed to a 99% SBE participation goal, of which 86% is from African American and/or women-owned business for this contract. The Consultant is a local firm. **Funding for this project is from the Infrastructure Sales Tax fund. (Capital Improvements Division) District 7 (MWJ)**

Background and Justification: On March 14, 2022, the final selection committee selected the design professional in accordance with Board adopted procedures pursuant to Florida Statute 287.055 Consultants Competitive Negotiation Act (CCNA). Professional services will include site planning, programming, design, construction documents, permitting and construction administration services. The new community center shall serve residents and visitors of the surrounding community by providing a safe place to gather for group activities, social support and public information.

Attachments:

1. Location Map
2. Budget Availability Statement
3. Colome & Associates, Inc. - Contract
4. Disclosure of Ownership Interests

Recommended by:  4/14/22
 Department Director Date

Approved by:  4/29/22
 County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	<u>\$352,375</u>	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$352,375</u>	<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 3950 Dept 581 Unit T004 Object 6505

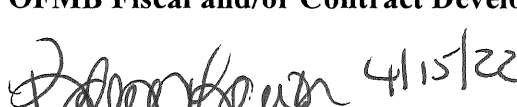
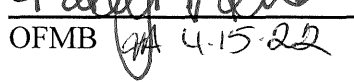
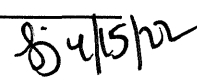
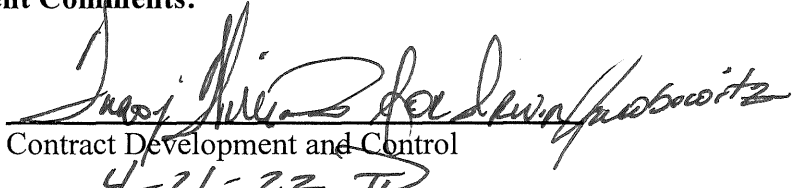
B. Recommended Sources of Funds/Summary of Fiscal Impact:

The funding source for this project is the Infrastructure Sales Tax fund.

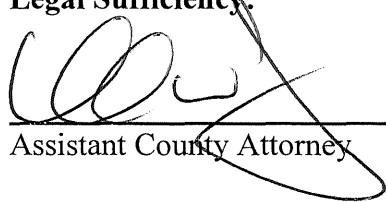
C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 4/15/22
 OFMB  4-15-22  4/15/22  Contract Development and Control
 4-26-22 TD

B. Legal Sufficiency:

 4/21/22
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

LOCATION MAP

Project No: 20170
Project Name: Gramercy Park Neighborhood Center
Location: 5615 Parke Avenue, West Palm Beach



BUDGET AVAILABILITY STATEMENT (05)

REQUEST DATE: 4/7/2022 REQUESTED BY: Stuart Patterson PHONE: (561) 233-0705

PROJECT TITLE: Gramercy Park - Neighborhood Center (Same as CIP or IST, if applicable)

ORIGINAL CONTRACT AMOUNT: IST PLANNING NO.:
REQUESTED AMOUNT: \$352,374.48 BCC RESOLUTION #:
eFDO #: 2020-006291 DATE:

TASK ORDER or AMENDMENT NUMBER:
LOCATION: 5615 Parke Avenue, West Palm Beach, FL 33407
BUILDING NUMBER:

DESCRIPTION OF WORK: Consultant Design Services
PROJECT / W.O. NUMBER: 20170

CONSULTANT: Colomé & Associates, Inc.

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT:
Contract for design, permitting and construction administration services

Table with 2 columns: Category and Amount. Rows include CONSTRUCTION (\$), PROFESSIONAL SERVICES (\$352,374.48), STAFF COSTS* (\$), EQUIP. / SUPPLIES (\$), CONTINGENCY (\$), and TOTAL (\$352,374.48).

* By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.

BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):

FUND: 3950 DEPT: 581 UNIT: T004 OBJ: 6505

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)

- Ad Valorem: (Amount \$)
Infrastructure Sales Tax (Amount \$ 352,374.48)
State (source/type: Amount \$)
Federal (source/type: Amount \$)
Grant (source/type: Amount \$)
Impact Fees: (Amount \$)
Other (source/type: Amount \$)

Department: Parks + Recreation

BAS APPROVED BY: [Signature] DATE 4-8-22

ENCUMBRANCE NUMBER:

DISCLOSURE OF OWNERSHIP INTERESTS

TO: PALM BEACH COUNTY CHIEF OFFICER, OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority, this day appeared ELIZABETH A.G. COLOME, by means of [X] physical presence OR [] online notarization hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant appears herein as: [] an individual or [X] the PRESIDENT of COLOME & ASSOCIATES, INC. [position—e.g., sole proprietor, president, partner, etc.] [name & type of entity—e.g., ABC Corp., XYZ Ltd. Partnership, etc.]. The Affiant or the entity the Affiant represents herein seeks to do business with Palm Beach County through its Board of County Commissioners.

2. Affiant's address is: 530 24TH STREET, WEST PALM BEACH, FLORIDA 33407

3. Attached hereto as Exhibit "A" is a complete listing of the names and addresses of every person or entity having a five percent (5%) or greater interest in the Affiant's corporation, partnership, or other principal. Disclosure does not apply to nonprofit corporations, government agencies, or to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

4. Affiant acknowledges that this Affidavit is given to comply with Palm Beach County policy, and will be relied upon by Palm Beach County and the Board of County Commissioners. Affiant further acknowledges that he or she is authorized to execute this document on behalf of the entity identified in paragraph one, if any.

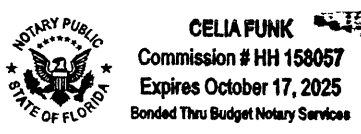
5. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

6. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief it is true, correct and complete.

FURTHER AFFIANT SAYETH NAUGHT.

[Signature] ELIZABETH A.G. COLOME, Affiant (Print Affiant Name)

The foregoing instrument was acknowledged before me by means of [X] physical presence OR [] online notarization this 12th day of April, 2022, by Elizabeth A.G. Colome, [X] who is personally known to me or [] who has produced [] as identification and who did take an oath.



[Signature] Celia Funk Notary Public (Print Notary Name) State of Florida at Large My Commission Expires: 10/17/25

