## PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS <u>AGENDA ITEM SUMMARY</u>

| Meeting Date:  | May 17, 2022                          | [X]<br>[ ] | Consent<br>Workshop | [] | Regular<br>Public Hearing |
|----------------|---------------------------------------|------------|---------------------|----|---------------------------|
| Department:    | Engineering & Public Works Department |            |                     |    |                           |
| Submitted By:  | Engineering & Public Works Department |            |                     |    |                           |
| Submitted For: | Roadway Production Division           |            |                     |    |                           |

## I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a Consultant Service Authorization (CSA) to the Annual Civil Engineering Professional Services Contract (R2019-0714) dated June 4, 2019 (Contract) with Baxter & Woodman, Inc. (B&W) in the amount of \$452,780.77 for Sims Road from Lakes of Delray Boulevard to Atlantic Avenue (Project).

**SUMMARY:** Approval of this CSA will provide the professional services necessary to design the roadway extension and a new bridge for the Project. While the right-of-way exists for Sims Road from Lakes of Delray Boulevard north to Atlantic Avenue, the roadway is not constructed to Palm Beach County (County) standards within this segment and there is no crossing currently at the Lake Worth Drainage District L-34 Canal so a new bridge is being included in this construction. The Affirmative Procurement Initiative selected for this Contract on November 6, 2019 by the Goal Setting Committee is a 20% minimum mandatory Small Business Enterprise (SBE) participation. B&W agreed to 20% SBE participation for the Contract. They agreed to 47.54% SBE participation for this CSA. Their cumulative SBE participation to date for the Contract including this CSA is 31.80%. B&W has an office located in County. This Project is included in the Five-Year Road Program. District 5 (YBH)

**Background and Justification:** On June 4, 2019, the Board of County Commissioners (BCC) approved the Contract with B&W to provide the professional services for civil engineering throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

| Basic Services (Lump Sum)             | \$ 288,777.61              | (Data collection, Roadway and Drainage Analysis and Plans,   |  |  |
|---------------------------------------|----------------------------|--|--|--|
|                                       |                            | Utility Coordination, Permitting<br>and Signage and Pavement |  |  |
|                                       |                            | Marking)   |  |  |
| Reimbursable Services (Not to Exceed) | \$101,715.00               | (Permit Fees, Prints,  |  |  |
|                                       |                            | Geotechnical, Environmental and Survey)                      |  |  |
| Optional Services (Not to Exceed)     | \$ 62,288.16               | (Signal Design, Photometrics,                                |  |  |
|                                       | <u>\[\phi 02,200.10 \]</u> | Post Design and Public                                       |  |  |
|                                       |                            | Involvement)   |  |  |
| Total:                                | \$452,780.77               |  |  |  |

After reviewing the attached CSA and finding it in proper order, the Engineering Department recommends BCC approval.

| Attachments:<br>1. Location Map<br>2. CSA with Exhibits A, B, | C, D & Ebix Insurance Compliance (2) |                 |
|---|--------------------------------------|-----------------|
| Mik<br>Recommended by: The<br>YBH/TEL                         | Davent Z Kill<br>County Engineer     | 9/15/22<br>Date |
| Approved By:  | Assistant County Administrator       | 5/2/22<br>Date  |

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## II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years<br>Capital Expenditures<br>Operating Costs<br>External Revenues<br>Program Income (County)<br>In-Kind Match (County)<br>NET FISCAL IMPACT<br># ADDITIONAL FTE<br>POSITIONS (Cumulative) | 2022 2023   \$633,894 -0-   -0- -0-   -0- -0-   -0- -0-   -0- -0-   -0- -0-   \$633,894 -0- | 2024<br>-0-<br>-0-<br>-0-<br>-0-<br>-0-<br>-0-   | 2025<br>-0-<br>-0-<br>-0-<br>-0-<br>-0-<br>-0-<br>-0-<br>-0 | 2026<br><u>-0-</u><br><u>-0-</u><br><u>-0-</u><br><u>-0-</u><br><u>-0-</u> |  |  |
|--|---|--|---|--|--|--|
| Is Item Included in C<br>Does this item includ   |   | deral funds?   |   | No<br>No X   |  |  |
| Budget Account No:<br>Fund 3505 Dept 361   | Unit 1961 Obje  | ect 6505   |   |  |  |  |
| <b>Recommended Sources of</b><br>Road Impact Fee Fund -<br>Sims Rd., Lake Of Delra   | Zone 5  | -  |   |  |  |  |
| New Task Authoriz<br>Basic Servic<br>Reimbursable<br>Optional Ser<br>Total Task Author<br>Staff Costs -<br>Roadway Proc<br>Survey<br>Right of Way<br>Traffic<br>Fiscal Impact                        | ces<br>es<br>rvices<br>ization<br>duction   | \$ 288,777.<br>\$ 101,715.<br>\$ 62,288.<br>\$ 452,780.<br>\$ 90,556.<br>\$ 22,639.<br>\$ 22,639.<br>\$ 45,278.<br>\$ 633,893. | .00<br>.16<br>.77<br>.15<br>.04<br>.04<br>.04               |  |  |  |
| C. Departmental Fiscal Review:   |   |  |   |  |  |  |
| III. <u>REVIEW COMMENTS</u><br>A. OFMB Fiscal and/or Contract Dev. and Control Comments:   |   |  |   |  |  |  |
| A. OFMB Fiscal and/or Con<br>4<br>4<br>4<br>4<br>4<br>4<br>4<br>4<br>4<br>4<br>4<br>4<br>4   | 120/22<br>1.20/22   | Contract Dev.<br>4 - Ze  | And Control   | olocenf 4107722  |  |  |
| B. Approved as to Form<br>and Legal Sufficiency:<br>Assistant County Attorn<br>C. Other Department Revi  | 7 /   |  |   |  |  |  |
| Department Director  | <u></u>   |  |   |  |  |  |
| This summary is not to be used as a basis for payment.   |   |  |   |  |  |  |

This summary is not to be used as a basis for payment. 2 F:\ADM\_SER\FISCAL\AGENDAPAGE2\FY 2022\22.397.CSA.DOC