

Agenda Item is over 50 pages; may be viewed in the Minutes Department

Agenda Item #: 3-C-5

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

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<b>Meeting Date:</b>	June 14, 2022	<input checked="" type="checkbox"/>	<b>Consent</b>	<input type="checkbox"/>	<b>Regular</b>
		<input type="checkbox"/>	<b>Workshop</b>	<input type="checkbox"/>	<b>Public Hearing</b>

<b>Department:</b>	Engineering & Public Works Department
<b>Submitted By:</b>	Engineering & Public Works Department
<b>Submitted For:</b>	Roadway Production Division

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** a Consultant Service Authorization (CSA) to the Annual Intersection Professional Services Contract (R2020-0542) dated June 2, 2020 (Contract) with Propel Engineering, Inc. (PEI) in the amount of \$250,329.44 for the Donald Ross Road and Military Trail Intersection Improvements (Project).

**SUMMARY:** Approval of this CSA will provide the professional services necessary for preparation of design plans and bid documents to add a third eastbound to northbound left turn lane, modify intersection alignments, and upgrade the existing strain pole signals to mast arms. The Affirmative Procurement Initiatives selected for this Contract on May 1, 2019 by the Goal Setting Committee are a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE evaluation preference. PEI agreed to 89% SBE participation for the Contract. They agreed to 94.25% SBE participation for this CSA. Their cumulative SBE participation to date for the Contract including this CSA is 93.53%. PEI has an office located in Palm Beach County (County) and is a certified SBE company. On June 2, 2020, the Board of County Commissioners approved the Contract with PEI to provide the professional services for intersection improvements throughout the County. **This Project is included in the Five-Year Road Program. District 1 (YBH)**

**Background and Justification:** The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

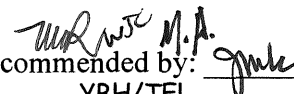

Basic Services (Lump Sum)	\$171,516.66	(Roadway and Drainage Analysis and Plans, Utilities, Permits, Signing and Pavement Markings, Signalization Analysis and Plans)
Reimbursable Services (Not to Exceed)	\$ 44,190.68	(Permits, Survey, Geotechnical)
Optional Services (Not to Exceed)	\$ 34,622.10	(Post and Structural Design)
Total:	\$250,329.44	

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

**Attachments:**

1. Location Map
2. CSA with Exhibits A, B, C, D & Ebix Insurance Compliance (2)

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Recommended by:		5/9/22
	County Engineer	Date
Approved By:		5/20/22
	Assistant County Administrator	Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	<u>\$350,463</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>\$350,463</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

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

Budget Account No:  
 Fund 3501 Dept 361 Unit 1984 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:  
 Road Impact Fee Fund - Zone 1  
 Donald Ross Road and Military Trail Intersection Improvements

New Task Authorization	
Basic Services	\$ 171,516.66
Reimbursables	\$ 44,190.68
Optional Services	\$ 34,622.10
Total Task Authorization	\$ 250,329.44
Staff Costs -	
Roadway Production	\$ 50,066.00
Survey	\$ 12,517.00
Right of Way	\$ 12,517.00
Traffic	\$ 25,033.00
Fiscal Impact	\$ 350,462.44

C. Departmental Fiscal Review: \_\_\_\_\_

**III. REVIEW COMMENTS**

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

Lucy M. ... 5/11/22 OFMB 5-11-22 Mr. J. ... 5/19/22  
Contract Dev. and Control 5-18-22

**B. Approved as to Form and Legal Sufficiency:**

Assistant County Attorney 5/20/22

**C. Other Department Review:**

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 Department Director

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