

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

Agenda Item #: 3-C-7

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

| | | | | | |
|----------------------|--------------------------|-------------------------------------|-----------------|--------------------------|-----------------------|
| Meeting Date: | December 20, 2022 | <input checked="" type="checkbox"/> | Consent | <input type="checkbox"/> | Regular |
| | | <input type="checkbox"/> | Workshop | <input type="checkbox"/> | 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: Consultant Service Authorization (CSA) No. 2 to the Annual Civil Engineering Professional Services Contract (R2022-0461) dated May 17, 2022 (Contract) with Civil Design, Inc. (CDI) in the amount of \$234,299.69 for the Pheasant Walk Subdivision Improvements (Project).

SUMMARY: Approval of this CSA will provide the professional services necessary for drainage improvements to alleviate flooding for the Project. The Affirmative Procurement Initiatives selected for this Contract on June 16, 2021 by the Goal Setting Committee are a 20% Small Business Enterprise (SBE) participation and a Minority Business Enterprise evaluation preference for African American owned firms. CDI agreed to 75% SBE participation for the Contract. They agreed to 100% SBE participation for this CSA. CDI has an office located in Palm Beach County (County) and is a certified SBE company. **This Project is included in the ARPA Response Replacement Fund, District 4 (YBH)**


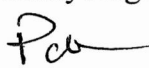
Background and Justification: On May 17, 2022, the Board of County Commissioners (BCC) approved the Contract with CDI to provide the professional services for civil engineering throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

| | | |
|---------------------------------------|--------------------|---|
| Basic Services (Lump Sum) | \$148,815.00 | (Roadway, Drainage, and Signal Analysis and Plans, Utility Coordination, Survey, Permitting and Signing and Pavement Marking) |
| Reimbursable Services (Not to Exceed) | \$ 78,044.69 | (Permit Fees, Survey and Geotechnical) |
| Optional Services (Not to Exceed) | <u>\$ 7,440.00</u> | (Post Design and Public Involvement) |
| Total: | \$234,299.69 | |

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

Attachments:

1. Location Map
 2. CSA No. 2 with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
-

| | | |
|-----------------|--|-----------|
| Recommended by: |  | 12/8/2022 |
| | County Engineer | Date |
| Approved By: |  | 12/14/22 |
| | Assistant County Administrator | Date |

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2023 | 2024 | 2025 | 2026 | 2027 |
|--------------------------|-------------------|------------|------------|------------|------------|
| Capital Expenditures | \$ 304,590 | -0- | -0- | -0- | -0- |
| Operating Costs | -0- | -0- | -0- | -0- | -0- |
| External Revenues | -0- | -0- | -0- | -0- | -0- |
| Program Income (County) | -0- | -0- | -0- | -0- | -0- |
| In-Kind Match (County) | | -0- | -0- | -0- | -0- |
| NET FISCAL IMPACT | \$ 304,590 | -0- | -0- | -0- | -0- |
| # ADDITIONAL FTE | | | | | |
| POSITIONS (Cumulative) | -0- | -0- | -0- | -0- | -0- |

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

Budget Account No:
 Fund 1164 Dept 360 Unit 506I-006 Object 4900

Consultant Service Authorization (CSA).

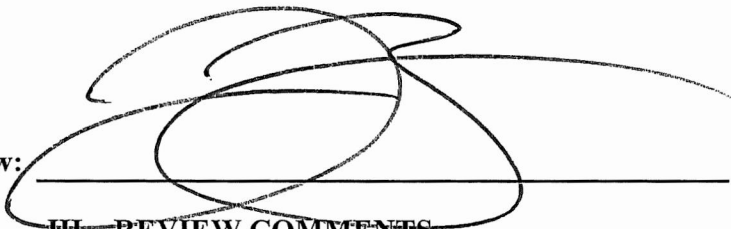
| | |
|---|----------------------|
| • Basic Services | \$ 148,815.00 |
| • Reimbursable | \$ 78,044.69 |
| • Optional Services | \$ 7,440.00 |
| Total Consultant Service Authorization (CSA) | \$ 234,299.69 |

Estimated Staff Costs

| | |
|------------------------------------|---------------------|
| • Roadway Production | \$ 46,859.94 |
| • Roadway Production: Survey | \$ 11,714.98 |
| • Roadway Production: Right-of-Way | \$ 11,714.98 |
| Total Staff Costs | \$ 70,289.90 |

Fiscal Impact \$ 304,589.59

C. Departmental Fiscal Review:



III. REVIEW COMMENTS

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

ASD 11/28/22
 OFMB # 11/28 ESW 11-28
[Signature] 12/13/22
 Contract Dev. and Control

B. Approved as to Form and Legal Sufficiency:

[Signature] 12/13/2022
 Assistant County Attorney

C. Other Department Review:

 Department Director

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