

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

Meeting Date: January 10, 2023 (X) Consent ( ) Regular  
( ) Workshop ( ) Public Hearing

Department: Environmental Resources Management

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:**

**A)** Contract for Professional Consultant Services with Aptim Environmental & Infrastructure, LLC (APTIM) providing professional coastal and marine engineering services, effective for two years from execution through January 9, 2025; and

**B)** Contract for Professional Consultant Services with W.F. Baird & Associates Ltd. Incorporated (BAIRD) providing professional coastal and marine engineering consultant services, effective for two years from execution through January 9, 2025.

**Summary:** APTIM, a Palm Beach County company, and BAIRD, a Palm Beach County company, will provide professional coastal and marine engineering services on a consultant services authorization basis for various projects within the Department of Environmental Resources Management and other County departments. The Contract requires consultants to adhere to 20% mandatory Small Business Enterprise (SBE) subcontracting goal as the Affirmative Procurement Initiative. APTIM agreed to 22% SBE participation. BAIRD agreed to 25% SBE participation. The Contracts contain an option to renew for one additional year. Countywide (YBH)

**Background and Justification:** On September 22, 2022, APTIM and BAIRD were selected to perform the necessary professional services in accordance with the Board-adopted procedures pursuant to Section 287.055, Florida Statutes Consultants' Competitive Negotiation Act (CCNA). Projects that require professional consultant services are budgeted in various capital project accounts and will be authorized on a consultant services authorization basis.

**Attachments:**

1. APTIM Contract
2. BAIRD Contract

Recommended by: *NCM for JOB* *Joseph Drury* 11-23-2022  
ybh Department Director Date

Approved by: *Rae* 11/23/22  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____
Is Item Included in Current Budget?	Yes <input checked="" type="checkbox"/> _____		No _____		
Does this item include the use of federal funds?	Yes _____		No <input checked="" type="checkbox"/> _____		
Budget Account No.:	Fund _____	Department _____	Unit _____	Object _____	Program _____

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

Fiscal impact cannot be determined at this time.  
 Work under each Contract is authorized on a consultant services authorization (CSA) basis. Budget is available in various capital project accounts or a budget transfer will be requested prior to or concurrent with CSA's being authorized.

**C. Department Fiscal Review:**

\_\_\_\_\_ *J. Neug*

**III. REVIEW COMMENTS**

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

*for review Jackson 11/30/22*  
*Jana M. ... 11/30/22*  
 OFMB *11/30*  
*J. G. ... 12/14/22*  
 Contract Development and Control

**B. Legal Sufficiency:**

\_\_\_\_\_ *12/15/22*  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director