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

Meeting Date:	February 7, 2023	[X] Consent [ ] Ordinance	[ ] Regular [ ] Public Hearing			
Department:	Facilities Development & Operations					

## I. EXECUTIVE BRIEF

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

- A) Contract with AECOM Technical Services, Inc. (AECOM) for Program Management Services for a period of five (5) years; and
- B) Consultant Services Authorization (CSA) No.1 to the Contract with AECOM for Program Management Services for a not to exceed amount of \$1,547,778.64 for the period starting from February 8, 2023 to December 31, 2023 and a not to exceed amount of \$1,807,761.28 for the period starting from January 1, 2024 to December 31, 2024.

Summary: This Contract will provide project management services necessary to assist the Palm Beach County (County) Facilities Development and Operations Department (FDO)/Capital improvements Division (CID), in administering and managing an expanded General Government Capital Program (GGCP). Other County construction departments may use this Contract for program management services. Based on County directed staffing needs, AECOM will assemble a team to accommodate the project requirements of FDO/CID for implementation of the GGCP. The quantity and type of personnel provided by AECOM is subject to change throughout the term of the Contract, based in the County's needs, with no minimum amount of services guaranteed. AECOM's full-time personnel will be located in FDO/CID's offices and will act as an extension of the FDO/CID staff, acting as an owner's representative. Work will be assigned by FDO/CID on an as needed basis through individual Consultant Services Authorizations (CSAs) issued against this Contract. CSA No.1 to the Contract with AECOM for Program Management Services is for a not to exceed amount of \$1,547,778.64 for the period starting on February 8, 2023 and ending on December 31, 2023, and a not to exceed amount of \$1,807,761.28 for the period starting on January 1, 2024 and ending on December 31, 2024. Staffing positions requested under CSA No. 1 include two senior project managers, one fiscal specialist, one procurement/contract specialist, one cost estimator, two project managers and two field representatives. Compensation will depend on actual hours worked. There is no minimum amount of services or compensation guaranteed to AECOM's personnel. This is not an exclusive contract. This Contract was solicited pursuant to the requirements of the Equal Business Opportunity (EBO) Ordinance. The Affirmative Procurement Initiatives established for this Contract on June 15, 2022 by the Goal Setting Committee are a 20% Small Business Enterprise (SBE) participation and a Minority/ Women Business Enterprise (M/WBE) evaluation preference for African American and Women owned firms. AECOM committed to an SBE participation of 35%. The actual S/M/WBE participation will be identified on each CSA and will be tracked cumulatively over all CSAs issued under the Contract. SBE participation on CSA No. 1 is 35%. AECOM is a local business. Funding for this Contract is from various funds. (Capital Improvements) Countywide (MWJ)

## Background and Justification: (Continued on Page 3)

#### Attachments:

- 1. Disclosure of Ownership Interests
- 2. Budget Availability Statement
- 3. Contract for AECOM Technical Services, Inc.
- 4. CSA No. 1 with Exhibits A1 and A2.

mi **Recommended By** 

**Approved By:** 

**County Administrator** 

# II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2023	2024	2025	2026	2027
Capital expenditures	*\$1,121,979	*\$1,781,125	*\$452,438		
Operating Costs External Revenues In-Kind Match (County					
NET FISCAL IMPACT	<u>*\$1,121,979</u>	<u>*\$1,781,125</u>	<u>*\$452,438</u>		
# ADDITIONAL FTE POSITIONS (Cumulative)					
Is Item Included in Current Does this items include use o	5	Yes <u>x</u> Yes	No No	_	

Budget Account No: Fund Various Dept Various Unit Various **Object** Various

# **Recommended Sources of Funds/Summary of Fiscal Impact:**

**<u>B.</u>** Recommended Sources of Funds/Summary of Fiscal Impact. \* Costs will be charged to various capital project budgets for each applicable project. With approval of this item, the not to exceed amount for the remainder of FY23 is \$1,121,979.

C. Departmental Fiscal Review;

III. <u>REVIEW COMMENTS</u>

**OFMB Fiscal and/or Contract Development Comments:** A.

1-18.23

Contract Development and Control Frat 1/2 4 | 2 3

Legal Sufficiency: B. /23 nty Attorney

С. **Other Department Review:** 

Department Director

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**Background and Justification:** On September 30, 2022, the Selection Committee selected AECOM through a competitive proposal process, in accordance with the policies, procedures and ordinances of the County. FDO/CID has experienced an increase in the number of projects requiring project management support. This increased workload necessitates additional experienced staff for program management services. The County is now contracting with AECOM to supplement existing County staff to provide program management services.