

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 7, 2023  
Consent  Regular   
Public Hearing

Department: Water Utilities Department

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: A) Amendment No. 1 to the Consulting/Professional Services Capital Improvement Plan Program Management (Contract) with Stantec Consulting Services Inc., (Stantec) providing for the renewal of the contract for one (1) year; and B) Consultant Services Authorization (CSA) No. 4 to the Consulting/Professional Services Capital Improvement Plan Program Management (Contract) with Stantec for Program Management and Implementation Services (Project) for a not to exceed amount of \$4,719,455.40.

**Summary:** On February 11, 2020, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2020-0161) with Stantec. CSA No. 4 provides for the resources needed to support the implementation of Capital Improvement Plan projects for one (1) year. The Consultant will provide services throughout the project life cycle of water, wastewater and reclaimed water treatment and transmission projects in the areas of delivery, controls, permitting, communications, and asset management.

This Contract was procured under the requirements of the Equal Business Opportunity Ordinance. On March 20, 2019, the Goal Setting Committee applied an Affirmative Procurement Initiative (API) of a mandatory 20% Small Business Enterprise (SBE) subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified African American owned firms. Stantec has met the established API. The Contract provides for 25.00% SBE participation which includes 25.00% M/WBE participation, 22.00% MBE (B), and 3.00% WBE. CSA No. 4 includes 34.62% SBE participation, which includes 34.62% M/WBE, 30.97% MBE (B) and 3.65% WBE. The cumulative SBE participation including CSA No. 4 is 35.31% SBE, which includes 35.31% M/WBE participation, 31.91% MBE (B) and 3.40% WBE. Stantec is a New York registered U.S. company whose parent company is domiciled in Canada. Most members of Stantec's project team will be co-located with PCWUD staff at the Central Region Operations Center from which the majority of the work under CSA No. 4 will be undertaken.

Article 2 of the Contract provides for a term of three (3) years with two one (1) year renewal options. Amendment No. 1 to the Contract provides for the first of the optional renewals that will provide continuity and the continued effective and efficient implementation of the PBCWUD program implementation process. The renewal will authorize Stantec to continue the program implementation process from February 11, 2023 to February 10, 2024. The Project is included in the PBCWUD FY23 budget. (PBCWUD Project No. 20-010 CSA No. 4 and PBCWUD Project No. 19-028 Contract) Countywide (MWJ)

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**Attachments:**

1. Two Originals of Amendment No. 1
2. Two (2) Originals of Consultant Service Authorization No. 4
3. Location Map
4. Ebix Compliance Summary Report

Recommended By: Ali Bayat 1/11/23  
Department Director Date

Approved By: W. J. Glavin 1/25/23  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$4,719,466	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	0
<b>NET FISCAL IMPACT</b>	<b>\$4,719,456</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0

**Budget Account No.:** Fund 4001 Dept 720 Unit 2323 Object 3120

Is Item Included in Current Budget? Yes X No     

Does this item include the use of federal funds? Yes      No X

Reporting Category N/A

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

One (1) time expenditure from user fees, connection fees and balance brought forward.

**C. Department Fiscal Review:** Joony Perito GL

**III. REVIEW COMMENTS**

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

*for review copy 1/11/23*  
Lisa Muth 1/12/23  
 OFMB *JA* 1/11

A. J. [Signature] 1/17/23  
 Contract Development and Control  
 [Signature] 1/13/22

**B. Legal Sufficiency:**

[Signature] 1/19/23  
 Assistant County Attorney

**C. Other Department Review:**

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

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

**Background and Justification:** The Project provides for program, project, and construction management services throughout PBCWUD's service area. This allows for the implementation of program management processes and continuous improvement towards PBCWUD's Asset Management Program to support the Strategic Initiatives Plan to include International Organization for Standardization (ISO) 55001 certification goals. Under CSA No. 4, Consultant will provide communications, planning services, oversight of staff and design professionals for projects from design through construction, coordination of permitting and approvals, and support of strategic asset management principles.