

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: June 6, 2023

Consent Regular
 Workshop Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Consultant Services Authorization (CSA) No. 21 to the project specific contract (R2020-1045) with Currie Sowards Aguila Architects, Inc. (Consultant) in the amount of \$22,010 for the Fire Rescue Station No. 27 Restroom Renovations project.

Summary: On August 25, 2020, the Board of County Commissioners (Board) approved the project specific contract (R2020-1045) with the Consultant to provide professional services for the Fire Rescue Comprehensive Fire Station Capital Improvements Program. CSA No. 21 authorized professional services necessary for renovations and improvements to the existing restrooms at Fire Station No. 27 in order to meet Fire Rescue's new building standards in the amount of \$22,010. In accordance with Policy and Procedure Memorandum (PPM) CW-F-050, when the cumulative value of changes or additional work exceeds the greater of \$250,000 or 5% of the original contract value (Threshold Amount), then an agenda item notifying the Board of the item that puts the cumulative value in the excess category must be presented as a receive and file. The cumulative value of CSAs, including CSA No. 21, totals \$267,275.30. This agenda item is being submitted to notify the Board that the cumulative value of additional work is in excess of the \$250,000 Threshold Amount established by PPM CW-F-050. The contract was presented to the Goal Setting Committee on December 4, 2019 and the Committee established Affirmative Procurement Initiatives (APIs) of a minimum mandatory 25% Small Business Enterprise (SBE) participation and an SBE evaluation preference for the selection. The Consultant committed to achieving an SBE goal of 52%. The SBE participation on this CSA is 100%. Cumulative SBE participation on the contract is 74.40%. The Consultant is a certified SBE firm and a Palm Beach County business. Funding for this project is from the Fire Rescue Improvement Fund. **(Capital Improvements Division) District 6 (MWJ)**

Background and Justification: The design professional was selected on June 26, 2020, pursuant to the Consultants Competitive Negotiation Act (CCNA), Florida Statute 287.055. CSA 21 authorized professional services necessary for the renovations and improvements to the existing restrooms at Fire Station No. 27 in order to meet Fire Rescue's new building standards in the amount of \$22,010. To date, the additional work totals \$267,275.30. This value exceeds the cumulative limits established in PPM CW-F-050, thus requiring a notification to the Board via a receive and file item.

- Attachment:**
- 1. CSA No. 21
 - 2. Budget Availability Statement

Recommended by:  Department Director 5/5/23 Date

Approved by:  County Administrator 5/25/23 Date

II. FISCAL IMPACT ANALYSIS

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$22,010	\$			
Operating Costs		\$	\$	\$	\$
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$22,010	\$	\$	\$	\$
# ADDITIONAL FTE POSITIONS (Cumulative)					

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

Budget Account No: **Fund 3700 Dept 441 Unit F150 Object 6505**

PROFESSIONAL SERVICES	\$22,010.00
STAFF COST	\$ 0.00
CONTINGENCY	\$ 0.00
TOTAL	\$22,010.00

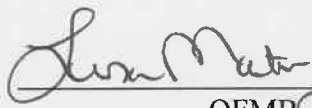
B. Recommended Sources of Funds/Summary of Fiscal Impact:


Funding for this project is from Fire Rescue Improvement Fund.

C. Departmental Fiscal Review: 


III. REVIEW COMMENTS:

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

 5/8/2023
 OFMB 9A 5/8
 Edw 5-3-23

 5/11/23
 Contract Administrator
 Tmd 5/11/23

B. Legal Sufficiency:

 5/24/23
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

**SUMMARY SHEET
CONSULTANT SERVICES AUTHORIZATION #21**

**CURRIE SOWARDS AGUILA ARCHITECTS, INC.
(*FIRE RESCUE COMPREHENSIVE FIRE STATION
CAPITAL IMPROVEMENT PROGRAM*)**

**FIRE RESCUE STATION NO. 27 RESTROOM RENOVATIONS
PROJECT NO. 2023-004626**

This Consultant Services Authorization #21 is for professional services for the Fire Rescue Station No. 27 Restroom Renovation project located at 3411 South Shore Boulevard, Wellington, FL.

Professional services shall include design, bid document preparation, permitting and construction administration phase services necessary for renovation and improvements to the existing restroom.

Fire Rescue request to separate the existing restroom into three separate single use restrooms. The new configuration will meet Fire Rescue's new building standards.

EBO Program

The API established for this contract is a mandatory minimum of 25% SBE participation. Currie Sowards Aguila Architects, Inc. has committed to a 52% S/W/MBE participation. SBE participation for this CSA is 100%. When added to the Consultant's participation to date, the resulting SBE participation is 74.40%.

CONSULTANT SERVICES AUTHORIZATION #21

**CURRIE SOWARDS AGUILA ARCHITECTS, INC.
(*FIRE RESCUE COMPREHENSIVE FIRE STATION
CAPITAL IMPROVEMENT PROGRAM*)**

**FIRE RESCUE STATION NO. 27 RESTROOM RENOVATIONS
PROJECT NO. 2023-004626
DISTRICT NO. 6**

THIS CONSULTANT SERVICES AUTHORIZATION (CSA) NO. 21 to the Contract dated 08/25/20 (R2020-1045) (the "Contract") between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners and the Consultant identified herein is for the consultant services described in Item 4 of this CSA.

1. CONSULTANT: CURRIE SOWARDS AGUILA ARCHITECTS, INC., whose Federal Tax ID# is 65-0350931.

2. History: Not applicable. This CSA is for a new project.

3. Services completed to date: Not applicable. This CSA is for a new project.

4. Description of Services to be provided by Consultant: Professional services shall include design, bid document preparation, permitting and construction administration phase services necessary for renovation and improvements to the existing restroom to meet Fire Rescue new building standards, as detailed on the attached revised proposal dated January 6, 2023. In the event of a conflict between the terms and conditions of the Contract and the terms and conditions of Consultant's proposal, the terms and conditions of the Contract shall control.

5. Compensation: The compensation to be paid to the Consultant for the requested services shall be: Lump Sum charge of **\$22,010.00**.

6. This CSA may be terminated, in whole or in part, by the County with or without cause in accordance with the Contract terms. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed to termination date, together with reimbursable expenses (if applicable) then due in accordance with the Contract terms.

Consultant agrees to waive any and all claims for lost profits or anticipated future profits in the event of a termination with or without the cause under this Contract.

7. If not previously provided or for a new project, the Consultant shall provide County with an executed Conflict of Interest Disclosure Form, attached hereto and incorporated herein.

8. All terms, conditions, and obligations of the original Contract shall remain in full force and effect, unless specifically noted as follows:

E-VERIFY - EMPLOYMENT ELIGIBILITY

CONSULTANT warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all of the CONSULTANT's subconsultants performing any duties and obligations under this Contract are registered with the E-Verify System and beginning January 1, 2021, use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

CONSULTANT shall obtain from each of its subconsultants an affidavit stating that the subconsultant does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in section 448.095(1)(k), Florida Statutes, as may be amended. CONSULTANT shall maintain a copy of any such affidavit from a subconsultant for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this Contract which requires a longer retention period.

COUNTY shall terminate this Contract if it has a good faith belief that CONSULTANT has knowingly violated Section 448.09(1), Florida Statutes as may be amended.

IF COUNTY has a good faith belief that CONSULTANT's subconsultant has knowingly violated Section 448.09(1), Florida Statutes, as may be amended, COUNTY shall notify CONSULTANT to terminate its contract with the subconsultant and CONSULTANT shall immediately terminate its contract with the subconsultant.

If COUNTY terminates this Contract pursuant to the above, CONSULTANT shall be barred from being awarded a future contract by COUNTY for a period of one (1) year from the date on which this Contract was terminated. In the event of such contract termination, CONSULTANT shall also be liable for any additional costs incurred by COUNTY as a result of the termination.

9. Time of Commencement: Consultant shall begin work immediately on the requested services upon receipt of this executed document which shall constitute official "Notice to Proceed".

10. EBO Program: The API established for this contract is a mandatory minimum of 25% SBE participation. Currie Sowards Aguila Architects, Inc. has committed to a 52% S/W/MBE participation. SBE participation for this CSA is 100%. When added to the Consultant's participation to date, the resulting SBE participation is 74.40%.

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Project Name: FR Station 27 Restroom Renovation
Project Number: 2023-004626

IN WITNESS WHEREOF, this CSA is accepted, subject to the terms and conditions of the
aforementioned Contract.

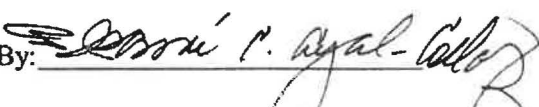
CONSULTANT
Currie Sowards Aguila Architects, Inc.

**Palm Beach County, a political subdivision of
the State of Florida, Board of County
Commissioners, By Director, Facilities
Development & Operations**

Signed By: 


Name: Jose N. Aguila, AIA, LEED AP
Title: Principal

Date: Feb. 13, 2023

Signed By: 

Name: ISAMI AYALA-COLLAZO
Title: Director, Facilities Development &
Operations

Date: 4/13/23

Attest: 

FDO Fiscal



*Jess M. Sowards, AIA, LEED AP, Principal
José N. Aguila, AIA, LEED AP, Principal
José (J) F. Jaramillo, AIA, LEED AP, Principal
Keith A. Beal, Principal*

January 6, 2023

Mr. Gus Arnold, Project Manager
Facilities Development & Operations Departments
Capital Improvements Division

aiarnold@pbcgov.org

PBCFR Station 27 – Restroom Area Reconfiguration
PB Co. Project No. 2023-004626
CSA Project No. 220902

Dear Gus:

Attached please find as requested our proposal for the preparation of permit and construction documents for the improvement and renovation to the existing Palm Beach County Fire Station No. 27 restroom, located at 3411 South Shore Blvd., Wellington, Florida.

Included herein are the required OEBO Schedule 1 and 2, as well as the fee distribution for architecture and MEP services. Proposed combined fees are **\$22,010.00**.

Please review and advise if you require any additional information, thank you.

Sincerely,
CURRIE SOWARDS AGUILA ARCHITECTS

A handwritten signature in black ink, appearing to read 'J. Aguila', is positioned above the printed name.

José N. Aguila, AIA, LEED AP
Principal

Architecture, Planning, Interiors, Sustainable Design

185 NE 4th Avenue, Suite 101, Delray Beach, FL 33483 T 561-276-4951 F 561-243-8184 www.csa-architects.com AA2001524

**Palm Beach County
Fire Rescue Facilities
01/06/23**

Station 27 - Toilet Renovation		Planning & Architecture					Totals	
Task No.	TASK DESCRIPTION	Principal Architect	Project Architect	Project Manager	Cadd I	Cadd Tech II	Administration/Support	TOTALS
1	Project Initiation							
	- Administrative Items	4	2					6
	- Site meeting for scope	1						1
	- Proposals	0						0
	TOTAL HOURS:	5	2	0	0	0	0	7
	HOURLY RATE:	✓ \$225.00	✓ \$185.00	✓ \$155.00	✓ \$95.00	✓ \$85.00	✓ \$65.00	
	Extended Totals Task 1	\$1,125	\$370	\$0	\$0	\$0	\$0	\$1,495
		1,495.00						
2	Documents Assessment							
	- Gather available data & Review	1						1
	- Prepare Bases for approval & distribution		2	2				4
	TOTAL HOURS:	1	2	2	0	0	0	5
	HOURLY RATE:	\$225.00	\$185.00	\$155.00	\$95.00	\$85.00	\$65.00	
	Extended Totals Task 2	\$225	\$370	\$310	\$0	\$0	\$0	\$905
		905.00						
3	Document Preparation							
	- Schematic Design	1	5	20				26
	- Design Development (35%)		4	8				12
	- 75% cd's		4	6				10
	- Final permit docs & Coordination	2	2					4
	TOTAL HOURS:	3	15	34	0	0	0	52
	HOURLY RATE:	\$225.00	\$185.00	\$155.00	\$95.00	\$85.00	\$65.00	
	Extended Totals Task 3	\$675.00	\$2,775	\$5,270	\$0	\$0	\$0	\$8,720
4	Construction Administration							
	- RFI and Submittal Review	4	4					8
	- Site visits & Close out	8						8
	TOTAL HOURS:	12	4	0	0	0	0	16
	HOURLY RATE:	\$225.00	\$185.00	\$155.00	\$95.00	\$85.00	\$65.00	
	Extended Totals Task 4	\$2,700	\$740	\$0	\$0	\$0	\$0	\$3,440
		3,440.00						
	TOTAL HOURS:	21	23	36	0	0	0	80
	HOURLY RATE:	\$225.00	\$185.00	\$155.00	\$95.00	\$85.00	\$65.00	
	Extended Totals	\$4,725	\$4,255	\$5,580	\$0	\$0	\$0	\$14,560
	Totals per Discipline	14,560.00						

OK

**Palm Beach County
Fire Rescue Facilities
01/06/23**

Station 27 Restroom Renovation		TYEC – MEP/EP/IT					
Task No.	TASK DESCRIPTION	Principal	Project Manager	Sr. Designer/Engineer	Programmer/Design Engineer	CADD Support Staff	Administration/Support
1	Project Initiation						
	Site Visit	2	0	0			
	TOTAL HOURS:	2	0	0	0	0	0
	HOURLY RATE:	✓ \$220.00	✓ \$175.00	✓ \$175.00	✓ \$100.00	✓ \$65.00	✓ \$50.00
	Extended Totals Task 1	\$440	\$0	\$0	\$0	\$0	\$0
		440					
2	Documents Assessment						
	Site Plan Submittal	0	0	0			
	TOTAL HOURS:	0	0	0	0	0	0
	HOURLY RATE:	\$220.00	\$175.00	\$175.00	\$100.00	\$65.00	\$50.00
	Extended Totals Task 2	\$0	\$0	\$0	\$0	\$0	\$0
		0					
3	Documents Design						
	Design Development Documents	1	0	15			
	Construction Document Design	1	0	15			
	TOTAL HOURS:	2	0	30	0	0	0
	HOURLY RATE:	\$220.00	\$175.00	\$175.00	\$100.00	\$65.00	\$50.00
	Extended Totals Task 3	\$440	\$0	\$5,250	\$0	\$0	\$0
		5,690					
4	Construction Administration						
	Bidding and Permitting	4	0	0			
	Submittal Review	0	0	0			
	Site Visits	2					
	TOTAL HOURS:	6	0	0	0	0	0
	HOURLY RATE:	\$220.00	\$175.00	\$175.00	\$100.00	\$65.00	\$50.00
	Extended Totals Task 4	\$1,320	\$0	\$0	\$0	\$0	\$0
		1,320					
	TOTAL HOURS:	10	0	30	0	0	0
	HOURLY RATE:	\$220.00	\$175.00	\$175.00	\$100.00	\$65.00	\$50.00
	Extended Totals 14-Station Assessment	\$2,200	\$0	\$5,250	\$0	\$0	\$0
	Totals per Discipline	\$7,450					

JK

OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

SOLICITATION/PROJECT/BID NAME: PBCFR - Station 27 - Restroom Area Reconfiguration
 NAME OF PRIME RESPONDENT/BIDDER: Currie Sowards Agulla Architects, Inc.
 CONTACT PERSON: José Agulla, AIA, LEED AP, Principal
 SOLICITATION OPENING/SUBMITTAL DATE: NA

SOLICITATION/PROJECT/BID No.: Proj # 2023-004626
 ADDRESS: 185 NE 4th, Ave, Suite 101, Delray Beach, FL 33483
 PHONE NO.: 561-276-4951 E-MAIL: jose@csa-architects.com
 DEPARTMENT: NA

PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT ON THIS PROJECT. PLEASE ALSO LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT.

Name, Address and Phone Number	(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK				
	Non-SBE	M/WBE Minority/Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Currie Sowards Agulla Architects 185 NE 4th, Ave, Suite 101 Delray Beach, FL 33483 (561) 276-4951	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$14,560.00	_____
2. Thompson Youngross Engineering Consultants, LLC 902 Clint Moore R., Suite 142 Boca Raton, FL 33487 (561) 900-2447	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$7,450.00	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

Total _____ _____ _____ _____ _____ _____ _____ _____ _____

Total SBE - M/WBE Participation \$22,010.00

Total Bid Price \$ 22,010.00

I hereby certify that the above information is accurate to the best of my knowledge: _____
Signature Principal
Title

Note:

1. The amount listed on this form for a Subcontractor/subconsultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
2. Firms may be certified by Palm Beach County as an SBE and/or an M/WBE. If firms are certified as both an SBE and/or M/WBE, please indicate the dollar amount under the appropriate category.
3. Modification of this form is not permitted and will be rejected upon submittal.

OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: Project No. 2023-004626
 SOLICITATION/PROJECT NAME: Palm Beach County Fire Rescue - Station 27 - Restroom Area Reconfiguration

Prime Contractor: Currie Sowards Aguila Architects Subcontractor: _____

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 1/23/2020

21/1/2023

The undersigned affirms they are the following (select one from each column if applicable):

Column 1	Column 2	Column 3
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Architectural Services	NA	1	NA	\$14,560.00

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$14,560.00

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

 Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: _____

Currie Sowards Aguila Architects

Print Name of Prime

By: _____

(Signature)
 Authorized Signature

José N. Aguila, AIA, LEED AP

 Print Name

Vice-President

 Title

Date: 1/06/2023

 Print Name of Subcontractor/subconsultant

By: _____

Authorized Signature

 Print Name

 Title

Date: _____

OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: Project # 2023-004626

SOLICITATION/PROJECT NAME: Palm Beach County Fire Rescue - Station 27 - Toilet Area Reconfiguration

Prime Contractor: Currie Sowards Aguila Architects Subcontractor: Thompson Youngross Engineering Consultants

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): ~~10/8/2018~~ 11/9/2021

The undersigned affirms they are the following (select one from each column if applicable):

Column 1	Column 2	Column 3
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

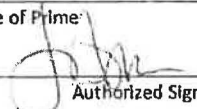
S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.


Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	MEP Engineering Services	NA		NA	\$7,450.00

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$7,450.00

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

Name of 2nd/3rd tier Subcontractor/subconsultant _____ Price or Percentage: _____

Currie Sowards Aguila Architects
 Print Name of Prime:
 By: 
 Authorized Signature
José N. Aguila, AIA, LEED AP
 Print Name
Vice-President
 Title
 Date: 11/8/2022

Thompson Youngross Engineering Consultants
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Andrew J. Youngross
 Print Name
Principal
 Title
 Date: 11/8/2022

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 02/07/2023 REQUESTED BY: Gus Arnold PHONE: 233-0275

PROJECT TITLE: Fire Station #27 Restroom Renovations
(Same as CIP or IST, if applicable)

ORIGINAL CONTRACT AMOUNT: N/A IST PLANNING NO.:

EFDO #2023-004626

REQUESTED AMOUNT: \$22,010.00 BCC RESOLUTION #: R2020-1045
DATE: 08/25/2020

CSA or CHANGE ORDER NUMBER: CSA #21

LOCATION: 3411 South Shore Boulevard, Wellington BUILDING NUMBER: 1308

DESCRIPTION OF WORK/SERVICE LOCATION: Fire Station No. 27

PROJECT/W.O. NUMBER: 2023-004626

CONSULTANT/CONTRACTOR: Currie Sowards Aguila Architects, Inc. (FR Comprehensive Fire Station Capital Improvement Program Consultant)


PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Professional services shall include design, bid document preparation, permitting and construction administration phase services necessary for renovation and improvements to the existing restroom to meet Fire Rescue's new building standards.

CONSTRUCTION	\$
PROFESSIONAL SERVICES	\$22,010.00
STAFF COSTS*	\$
EQUIP/SUPPLIES/ADVERTISING/PERMITTING	\$
CONTINGENCY	\$
TOTAL	\$22,010.00

* By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.

BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):

FUND: 3700 DEPT: 441 UNIT: F150 OBJ: 6505 

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)

- Ad Valorem (Amount \$ _____) Infrastructure Sales Tax (Amount \$ _____)
- State (source/type: _____ Amount \$ _____) Federal (source/type: _____ Amount \$ _____)
- Grant (source/type: _____ Amount \$ _____) Impact Fees: (Amount \$ _____)
- Other (source/type: _____ Amount \$ _____)

Department: Fire Rescue

BAS APPROVED BY:  DATE 2-14-2023

ENCUMBRANCE NUMBER: KDO 041323-1452

ATTACHMENT E
CONFLICT OF INTEREST DISCLOSURE FORM
(Must be completed by Proposer and any subconsultants and returned with proposal)

PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:


(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) Jess M. Sowards as (Title/Position:) President & Treasurer of (Name of Firm:) Curie Sowards Aguila Architects, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

Signature  Jess M. Sowards

Date 2/13/2020

**ATTACHMENT E
CONFLICT OF INTEREST DISCLOSURE FORM
(Must be completed by Proposer and any subconsultants and returned with proposal)**

PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

N/A

(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) Andrew J Youngross as (Title/Position:) Principal of (Name of Firm:) Thompson Youngross Engineering who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

Andrew Youngross

Signature

01-28-2020

Date

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: USI Insurance Services, LLC, 2502 N Rocky Point Drive, Suite 400, Tampa, FL 33607. CONTACT NAME: Linda Marini, E-MAIL ADDRESS: TeamAECertificate@usi.com. INSURER(S) AFFORDING COVERAGE: MSA Insurance Company (11066), Travelers Casualty and Surety Company (19038), XL Specialty Insurance Company (37885).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR INSR, WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, and Professional Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Professional Liability coverage is written on a claims-made basis. RE: PBC Fire Rescue Development and Implementation of a Capital Improvements Program. Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers and Employees are named as additional insured per written contract. Waiver of subrogation in favor of the additional insured applies to all policies listed above as required by written contract.

CERTIFICATE HOLDER: Palm Beach County, Facilities Development and Operations; 2633 Vista Parkway, West Palm Beach, FL 33411. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 02/07/2023 REQUESTED BY: Gus Arnold PHONE: 233-0275

PROJECT TITLE: Fire Station #27 Restroom Renovations
(Same as CIP or IST, if applicable)

ORIGINAL CONTRACT AMOUNT: N/A IST PLANNING NO.:

EFDO #2023-004626

REQUESTED AMOUNT: \$22,010.00 BCC RESOLUTION #: R2020-1045
DATE: 08/25/2020

CSA or CHANGE ORDER NUMBER: CSA #21

LOCATION: 3411 South Shore Boulevard, Wellington BUILDING NUMBER: 1308

DESCRIPTION OF WORK/SERVICE LOCATION: Fire Station No. 27

PROJECT/W.O. NUMBER: 2023-004626

CONSULTANT/CONTRACTOR: Currie Sowards Aguila Architects, Inc. *(FR Comprehensive Fire Station Capital Improvement Program Consultant)*

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Professional services shall include design, bid document preparation, permitting and construction administration phase services necessary for renovation and improvements to the existing restroom to meet Fire Rescue's new building standards.

CONSTRUCTION	\$
PROFESSIONAL SERVICES	\$22,010.00
STAFF COSTS*	\$
EQUIP/SUPPLIES/ADVERTISING/PERMITTING	\$
CONTINGENCY	\$
TOTAL	\$22,010.00

** By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.*

BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):

FUND: 3700 DEPT: 441 UNIT: F150 OBJ: 6505 

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)

- Ad Valorem (Amount \$ _____) Infrastructure Sales Tax (Amount \$ _____)
- State (source/type: _____ Amount \$ _____) Federal (source/type: _____ Amount \$ _____)
- Grant (source/type: _____ Amount \$ _____) Impact Fees: (Amount \$ _____)
- Other (source/type: _____ Amount \$ _____)

Department: Fire Rescue

BAS APPROVED BY:  DATE 2-14-2023

ENCUMBRANCE NUMBER: KDO 041323-1452