

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

**Meeting Date: June 13, 2023**

**Consent**  
 **Workshop**

**Regular**  
 **Public Hearing**

**Department: Facilities Development and Operations**

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: a contract with REG Architects, Inc. (Consultant) in the amount of \$670,725 to provide professional architectural/engineering (A/E) design, investigative, permitting and construction administration services for the Brooks Subdivision project.

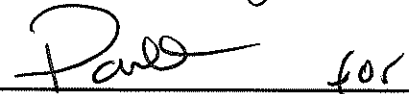
**Summary:** The Brooks Subdivision is an existing single-family development project site, approximately 3.8-acres, located in the City of Riviera Beach that did not materialize and was acquired by Palm Beach County (County). As the existing subdivision remains vacant, the County intends to develop the twenty-two (22) parcels in order to construct affordable and/or workforce housing which is highly necessary within the County. The project will consist of twenty-two (22) detached single family housing units which will be distributed amongst three different layouts that may be either one story or two story units. At a minimum, the units shall include 3-bedroom/2-bathrooms, garage accommodations for one vehicle and approximately 1,400 square feet of living space each. Four (4) of the twenty-two (22) parcels are larger in size and are therefore capable of sustaining a larger housing unit slated for larger families. These units at a minimum shall include 4-bedrooms/2-bathrooms, garage accommodations for one vehicle and approximately 1,550 square feet of living space each. This contract authorizes the professional services necessary for the Brooks Subdivision residential development. Professional services include, but are not limited to the assessment of existing infrastructure, design of required ancillary parking facilities, and other customary site improvements; including professional architectural services, planning, geotechnical/survey services, customary civil, structural, mechanical/plumbing/electrical engineering, fire protection and landscape architectural services. The solicitation for design professionals was advertised on November 6, 2022 according to the Equal Business Opportunity (EBO) Ordinance, with the final selection on February 23, 2023. The project was presented to the Goal Setting Committee on November 2, 2022. The Committee established Affirmative Procurement Initiatives (APIs) of a minimum mandatory contract goal of 20% Small Business Enterprise (SBE) participation and an SBE evaluation preference. The Consultant has committed to 87% SBE participation for this contract. SBE participation for the project is 86.95%. The Consultant is a certified SBE and local firm. Funding for this project is from the ARPA Response Replacement Fund. **These are County ARPA Response Replacement funds that do not require a local match. (Capital Improvements Division) District 7 (MWJ)**

**Background and Justification:** Selection of the design professional was performed pursuant to the Consultants Competitive Negotiation Act (CCNA), Florida Statute 287.055 on February 23, 2023. The Brooks Subdivision is an existing single-family development project site that did not materialize and was acquired by Palm Beach County (County). As the existing subdivision remains vacant, the County intends to develop the twenty-two (22) parcels in order to construct affordable and/or workforce housing which is highly necessary within the County.

Attachments:

1. Location Map
2. Disclosure of Ownership Interests
3. Budget Availability Statement
4. Contract - REG Architects, Inc.

Recommended by:  5/22/23  
Department Director Date

Approved by:  for 6/1/23  
County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

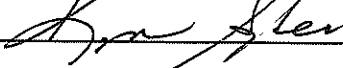
Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$679,780	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>\$679,780</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget:		Yes	<u>X</u>	No	_____
Does this item include use of federal funds?		Yes	_____	No	<u>X</u>

Budget Account No: Fund 1164 Dept 143 Unit 310B Object 8201

Professional Services	\$670,725.00
Staff Cost	<u>\$ 9,055.00</u>
<b>Total</b>	<u>\$679,780.00</u>

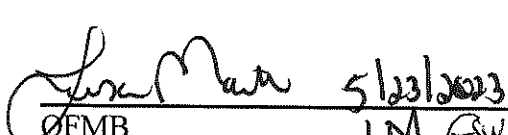
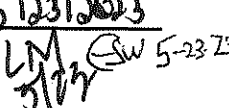
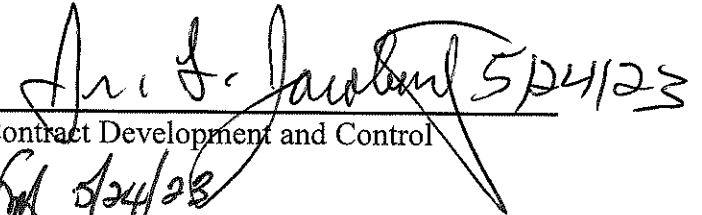
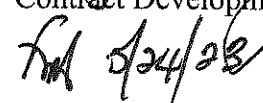
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

The funding source for this project is the ARPA Response Replacement Fund. **These are County ARPA Response Replacement funds that do not require a local match.**

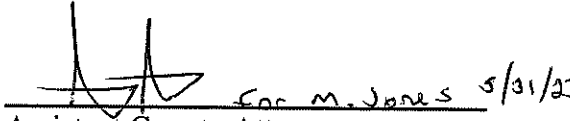
C. Departmental Fiscal Review: 

**III. REVIEW COMMENTS**

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

<u></u> OFMB	<u></u> LM SW 5-23-23	<u></u> Contract Development and Control
		<u></u> TMD 5/24/23

**B. Legal Sufficiency:**

  
Assistant County Attorney

**C. Other Department Review:**

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

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