

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

Meeting Date:	October 3, 2023	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Department:	Engineering & Public Works Department		
Submitted By:	Engineering & Public Works Department		
Submitted For:	Roadway Production Division		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Service Authorization (CSA) No. 1 to the Intersection Improvements Annual Design Services Contract (R2023-0476) dated April 18, 2023 (Contract) with HSQ Group, LLC (HSQ) in the amount of \$333,956.63 for the Haverhill Road and 45th Street Intersection Improvements (Project).

SUMMARY: Approval of this CSA will provide the professional services necessary for the design of a northbound to eastbound free flow right turn lane, mast arm traffic signals, transitions for all approaches of the intersection, survey and permitting for the Project. On January 5, 2022, the Goal Setting Committee applied Affirmative Procurement Initiatives of a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE evaluation preference. HSQ agreed to 80% SBE participation for the Contract. They agreed to 100% SBE participation for this CSA. HSQ has an office located in Palm Beach County (County) and is a certified SBE company. **This Project is included in the Five-Year Road Program. District 7 (YBH)**

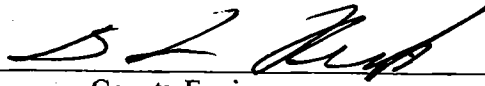
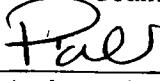
Background and Justification: On April 18, 2023 the Board of County Commissioners (BCC) approved the Contract with HSQ to provide the professional services to design intersection improvements throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$308,744.37	(Structural Design & Geotechnical Services)
Reimbursable Services (Not to Exceed)	\$ 2,000.00	(Permit Fees)
Optional Services (Not to Exceed)	<u>\$ 23,212.26</u>	(Post Design and Structural Post Design)
Total:	\$333,956.63	

After reviewing the attached CSA and finding it in proper order, the Engineering & Public Works Department recommends BCC approval.

Attachments:

1. Location Map
2. CSA No. 1 with Exhibits A, B, C, D & Ebix Insurance Compliance (2)

Recommended by: <u>YBH/TEL</u> YBH/TEL	 _____ County Engineer	9/13/2023 _____ Date
Approved By:	 _____ Assistant County Administrator	9/26/23 _____ Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$ 401,457	-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-
NET FISCAL IMPACT	\$ 401,457	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)	-0-	-0-	-0-	-0-	-0-

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

Budget Account No:
 Fund 3502 Dept 361 Unit 1967 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:
 Road Impact Fee Zone 2
 45th St. & Haverhill Rd. Intersection Improvements

Consultant Service Authorization (CSA) # 1

- Basic Services \$ 308,744.37
- Reimbursable \$ 2,000.00
- Optional Services \$ 23,212.26

Total CSA #1 \$ 333,956.63

Estimated Staff Costs

- Roadway Production \$ 33,500.00
- Roadway Production: Right-of-Way \$ 8,500.00
- Survey \$ 8,500.00
- Traffic \$ 17,000.00

Total Staff Costs \$ 67,500.00

Fiscal Impact \$ 401,456.63

C. Departmental Fiscal Review: Daray Ramlaeigh

III. REVIEW COMMENTS

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

Jim Monte 9/14/23 OFMB DAW 9/13/23 JA 9/13 MD 9/13 Dr. J. Jacobson 9/18/23 Contract Dev. and Control Tom 9/18/23

B. Approved as to Form and Legal Sufficiency:

[Signature] 9/26/2023
 Assistant County Attorney

C. Other Department Review:

 Department Director

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