

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

Meeting Date: October 3, 2023

Consent

Regular

Workshop

Public Hearing

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a contract with Netta Architects, LLC (Consultant) in the amount of \$1,535,741 to provide professional services for planning, programming, design, permitting and construction administration services for the Medical Examiner's Office (MEO) Building Expansion project.

Summary: The MEO building is located at 3126 Gun Club Road, West Palm Beach, on the northeast corner of the County's Criminal Justice Complex. As a result of the existing and projected operational demands of the MEO, an expansion was deemed necessary in order to properly support operations. The MEO Building Expansion project includes, but is not limited to, renovations to approximately 5,815 square feet of the existing administrative building to convert it into morgue space, construction of a new approximately 10,000 square feet administrative building and the construction of a new parking structure for approximately 100 vehicles to serve the expanded facility and replace surface parking lost within the footprint of the planned improvements. This contract authorizes the professional services necessary for the MEO Building Expansion project. Professional services include architectural/engineering services for site planning, interior space planning, design, permitting and construction administration services. The solicitation for design professionals was advertised on February 5, 2023 according to the Equal Business Opportunity (EBO) Ordinance, with final selection on May 8, 2023. The project was presented to the Goal Setting Committee on December 7, 2022. The Committee established Affirmative Procurement Initiatives (APIs) of a mandatory minimum participation goal of 20% Small Business Enterprise (SBE) participation and an SBE Evaluation Preference. The Consultant committed to 22% SBE participation for this contract. SBE participation for the project is 28.80%. The Consultant is a local firm. Funding for this project is from the 47.315M NAV Pub Imp Rev Bonds, 23C, CP, Var Fac Proj Fund. **(Capital Improvements Division) District 3 (MWJ)**

Background and Justification: On May 8, 2023, the final selection committee selected the Consultant in accordance with Board adopted procedures pursuant to Florida Statute 287.055 Consultants Competitive Negotiation Act (CCNA). Professional services necessary for the MEO Building Expansion project will include site planning, interior space planning, design, permitting and construction administration services.

Attachments:

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

Recommended by: *Danni L. Appleberry* 9/21/23
 Department Director Date

Approved by: *W. Baker* 9/20/23
 County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$1,615,741	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$1,615,741</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 3083 Dept 411 Unit B736 Object 6505

PROFESSIONAL SERVICES	\$1,535,741.00
STAFF COSTS	\$ 80,000.00
TOTAL	\$1,615,741.00

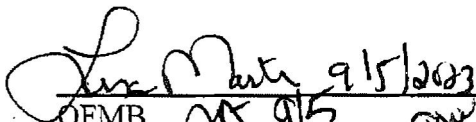
B. Recommended Sources of Funds/Summary of Fiscal Impact:

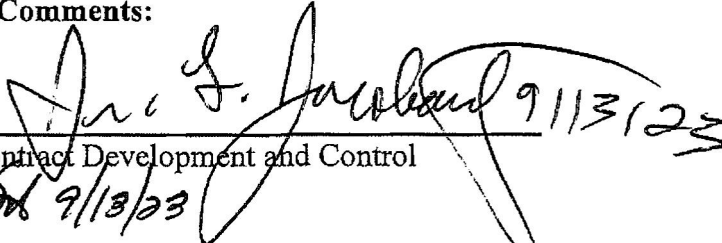
Funding for this project is from the 47.315M NAV Pub Imp Rev Bonds, 23C, CP, Var Fac Proj Fund.

C. Departmental Fiscal Review: 


III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 9/15/2023
 OFMB OK 9/15 CAW
9-5-23

 9/13/23
 Contract Development and Control
Tab 9/13/23

B. Legal Sufficiency:

 9/19/23
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

LOCATION MAP

Project No: 2023-009548
Project Name: Medical Examiner's Office (MEO) Building Expansion
Location: 3126 Gun Club Road, West Palm Beach, Florida 33406



BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 08/04/2023 REQUESTED BY: Terri Wolfe PHONE: 233-4408

PROJECT TITLE: Medical Examiner's Expansion Building
 (Same as CIP or IST, if applicable)

ORIGINAL CONTRACT AMOUNT: N/A IST PLANNING NO.:
 EFDO #2023-009548

REQUESTED AMOUNT: \$1,615,741.00 BCC RESOLUTION#: DATE:

CSA or CHANGE ORDER NUMBER: N/A

LOCATION: CJC Campus BUILDING NUMBER: TBD

DESCRIPTION OF WORK/SERVICE LOCATION:

PROJECT/W.O. NUMBER: 2023-009548

CONTRACTOR/CONSULTANT- Netta Architects

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR: Consultants Fees for the Medical Examiners Expansion project to include Design Services through Contract Administration and Jacobs Staff Time through 14 months of design.

CONSTRUCTION	\$
PROFESSIONAL SERVICES	\$1,535,741.00
STAFF COSTS*	\$ 80,000.00
EQUIP. / SUPPLIES/ADVERTISING	\$
CONTINGENCY	\$
TOTAL	\$ 1,615,741.00

** 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: 3083 DEPT: 411 UNIT: B736 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: BOND Amount \$ _____)

Department: FD&O

BAS APPROVED BY: [Signature]

DATE: 8/7/2023

ENCUMBRANCE NUMBER: _____

DISCLOSURE OF OWNERSHIP INTERESTS

TO: PALM BEACH COUNTY CHIEF OFFICER,
OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA
COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority, this day appeared Nicholas J. Netta, AIA, NCARB President & CEO, by means of X physical presence OR _____ online notarization hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant appears herein as:

[] an individual or
[X] the President & CEO of Netta Architects, LLC
[position—e.g., sole proprietor, president, partner, etc.] [name & type of entity—e.g., ABC Corp., XYZ Ltd. Partnership, etc].

The Affiant or the entity the Affiant represents herein seeks to do business with Palm Beach County through its Board of County Commissioners.

2. Affiant's address is: 920 Gardenia Drive, Delray Beach, Florida 33483

3. Attached hereto as Exhibit "A" is a complete listing of the names and addresses of every person or entity having a five percent (5%) or greater interest in the Affiant's corporation, partnership, or other principal. Disclosure does not apply to nonprofit corporations, government agencies, or to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

4. Affiant acknowledges that this Affidavit is given to comply with Palm Beach County policy, and will be relied upon by Palm Beach County and the Board of County Commissioners. Affiant further acknowledges that he or she is authorized to execute this document on behalf of the entity identified in paragraph one, if any.


5. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

6. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief it is true, correct and complete.

FURTHER AFFIANT SAYETH NAUGHT.

Nicholas J. Netta, AIA, NCARB President & CEO, Affiant
(Print Affiant Name)

The foregoing instrument was acknowledged before me by means of X physical presence OR _____ online notarization this 30th day of May, 2023, by Nicholas J. Netta, AIA, NCARB President & CEO [X] who is personally known to me or [] who has produced _____ as identification and who did take an oath.

 Maria McKenna
Notary Public
Maria McKenna
(Print Notary Name)
State of New Jersey
My Commission Expires: 10/19/2025

