

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: October 17, 2023 [X] Consent [ ] Regular  
[ ] Workshop [ ] 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:

- A) the Contract for Annual Professional Appraisal Services with Adrian Gonzalez & Associates, PA (AGA);
- B) the Contract for Annual Professional Appraisal Services with Anderson & Carr, Inc. (ACI);
- C) the Contract for Annual Professional Appraisal Services with Appraisal & Acquisition Consultants, Inc. (AAC);
- D) the Contract for Annual Professional Appraisal Services with Callaway & Price, Inc. (CPI);
- E) the Contract for Annual Professional Appraisal Services with CBRE, Inc. (CBRE);
- F) the Contract for Annual Professional Appraisal Services with M.R. Ford & Associates, Inc. (MRF);
- G) the Contract for Annual Professional Appraisal Services with Parrish and Edwards, Inc. (PEI);
- H) the Contract for Annual Professional Appraisal Services with Real Estate Analysts, LLC. (REA);
- I) the Contract for Annual Professional Appraisal Services with S.F. Holden, Inc. (SFH); and
- J) the Contract for Annual Professional Appraisal Services with The Spivey Group, Inc. (SPI).

**SUMMARY:** On December 20, 2022, the Board of County Commissioners (BCC) approved the hiring of professionals to appraise and assist in the acquisition of lands, rights-of-way and easements necessary to undertake the projects in the adopted Five Year Road Program (O2022-035). Approval of these contracts will allow the Engineering and Public Works (EPW) Department to procure professional appraisal services to provide appraised property values needed for road right-of-way and easement acquisitions. EPW is contracting with ten appraisal firms to ensure timely availability of appraisal services as needed. The contract period for these contracts is 36 months from the date of approval by the BCC. The contracts were presented to the Goal Setting Committee (GSC) on February 1, 2023. The GSC applied an Affirmative Procurement Initiative of a Small Business Enterprise (SBE) evaluation preference for SBE prime bidders with contracts valued at less than \$500,000. On June 15, 2023, the Appraiser Selection Committee selected AGA, ACI, AAC, CPI, CBRE, MRF, PEI, REA, SFH and SPI in accordance with EPW PPM EWO-006. AGA, ACI, AAC, CPI, CBRE, MRF, PEI, REA, SFH and SPI have offices located in Palm Beach County (County), and ACI, CPI, PEI, and SFH are certified SBE companies. Countywide (YBH)

**Background and Justification:**

(Continued on Page 3)

**Attachments:**

- 1. AGA Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 2. ACI Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 3. AAC Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 4. CPI Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 5. CBRE Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 6. MRF Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 7. PEI Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 8. REA Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 9. SFH Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 10. SPI Contract with Exhibits A, B, C, D & Ebix Insurance Compliance (2)

Recommended by: [Signature] County Engineer Date 9/20/23  
 Approved By: [Signature] Assistant County Administrator Date 10/13/23

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	-0-	-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 #	-0-	-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                  Dept                  Unit                  Object

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

\*\* Fiscal impact is indeterminable at this time. These firms are authorized to provide services on a task order basis. Funding will be established by project as necessary.

C. Departmental Fiscal Review: *Danny Rumbalough*

**III. REVIEW COMMENTS**

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

*Lisa M. ...* 9/20/2023  
 OFMB      9A 9/20  
 MD 9/20

*Ann J. ...* 10/13/23  
 Contract Dev. and Control  
 7/14/23

B. Approved as to Form and Legal Sufficiency:  
*[Signature]* 10/3/2023  
 Assistant County Attorney

C. Other Department Review:  
 \_\_\_\_\_  
 Department Director

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

**Background and Justification (Continued from Page 1):** After reviewing the attached contracts and finding them in proper order, EPW recommends BCC approval. Approval of these contracts will ensure the continued process of professional appraisal services required by the County.