Agenda Item: 3L-1

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

#### **AGENDA ITEM SUMMARY**

Meeting Date:	October 20, 2020	(X) Consent ( ) Workshop	()Regular ()Public Hearing
Department:	Environmental Resour	ces Management	

#### I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Task Assignment Change Order No. 1, to the State of Florida, Department of Environmental Protection (FDEP) Amended and Restated Contract No. GC896 (R2016-0787), Task Assignment No. GC896-05 (R2020-1083), provides a decrease of state funding for variable bonus payments of petroleum cleanup in the amount of \$22,900.

Summary: Under Amended and Restated Contract No. GC896 (Contract), the County will continue to perform contamination cleanup activities on behalf of FDEP and administer the Petroleum Restoration Program through the Department of Environmental Resources Management for a five-year period beginning July 1, 2016 to June 30, 2021. On an annual basis, FDEP will issue task assignments to the County for specific job tasks necessary to carry out cleanup services at the local level. The Contract does not include an early termination provision without cause for the County. The current Task Assignment No. GC896-5 is for the period July 1, 2020 to June 30, 2021. The original total budget amount for Task Assignment No. GC896-5 is \$501,900, which provides for bonus incentives that cannot exceed \$23,900. Task Assignment Change Order No. 1, upon the request of FDEP, is for a reduction of \$22,900 from the total incentive payment to address projected budget shortfalls because of the current economic situation. Task Assignment No. GC896-5 projected incentive payments will not exceed the total payment of \$1,000 already invoiced. Delegated authority to the County Administrator, or designee, to sign all future time extensions, task assignments, certifications, and other forms associated with the Agreement was approved by the Board of County Commissioners on June 21, PPM CW-O-051, accordance with County all contracts/agreements/grants must be submitted by the initiating Department as a receive and file agenda item. There is no cost to the County. Countywide (SS)

Background and Justification: Palm Beach County has provided contamination cleanup services for the FDEP under a series of contracts since 1988. The program is currently known as the Petroleum Restoration Program. The program involves site management, technical review services, and enforcement of state petroleum contamination cleanup regulations for sites in the County contaminated by discharges of petroleum products. The County's responsibilities include site management, development of a scope of work, review of technical documents, and evaluation of contractors, owner communication and other technical documentation.

#### Attachments:

1. Task Assignment Change Order No. 1

2. Delegation of Authority

Recommended by		10/8/20	SAS 10/7/2020
	Department Director	Date	
Approved by:	Assistant County Administrator	13)11112°	

# II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures					and the same of th
Operating Costs	(22,900)		nanadim-communitation-completes		adiculation and disconnective to
External Revenues	22,900			Tracer trace and an artist and an artist and artist artist artist artist and artist ar	
Program Income (Count	y)				
In-Kind Match (County)					
NET FISCAL IMPACT	0				
No. ADDITIONAL FTE POSITIONS (Cumulativ	e)				-
Is Item Included in Curre	ent Budget?	Yes _	X	No	
Does this item include the	he use of fed	eral funds?	Yes	NoX	
Budget Account No.: Reporting Category		epartment <u>38</u>	<u>80 Unit 3235</u>		
B. Recommended Son No Fiscal Impact.					
C. Department Fisca	l Review:	S. Nean	7	·	
	III. REV	IEW COMME	NTS		
A. OFMB Fiscal and	/or Contract	Dev. and Co	ntrol Comme	nts:	_
Stand OFMB	(M) 9/25/20	Contract D	ev. and Cont	lud 10/1.	3/2020
B. Legal Sufficiency  Assistant County		10/13/20	10-8-Zi	D'IW	
C. Other Departmen	t Review:				
Department Direc	tor	<del></del>			

# ATTACHMENT 1



# Florida Department of Environmental Protection

# TASK ASSIGNMENT CHANGE ORDER FORM

WOMAN CO.
e

# Change in Task Amount

Item	Cost Reimbursement	Fee Schedule	Total
Original Task Amount:		\$501,900.00	.\$501,900.00
Task amount prior to this change order:		\$501,900.00	\$501,900.00
Net increase/decrease in task amount:		-\$22,900.00	-\$22,900.00
Task amount with all change orders:		\$479,000.00	\$479,000.00

# Change in Task Time

Original task completion date:	06/30/2021
Completion date prior to this change:	06/30/2021
Net increase/decrease in task period:	0
Completion date with all change orders:	06/30/2021



# Florida Department of Environmental Protection

# TASK ASSIGNMENT CHANGE ORDER FORM

# **Change in Funding Information**

Budget Entity	Project #	Grant #	Org Code	Fund	Special Category	Object Code	EO	Amount
37450300	GC896		37450401002	212001	104138	131545	JN	-\$22,900.00
					<del></del>			
							Total:	-\$22,900.00

CONTRACTOR			FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION				
Deborah L. Drum	Digitally signed by Deborah L. Drum Date: 2020.08.27 10:15:31 -04'00'	8/27/2020	David G. Warfel Digitally signed by David G. Warfel Date. 2020.09.01 14:51.15-04'00'	09/01/2020			
Contract Mar	Contract Manager Date Contract Manager		Contract Manager	Date			
Approved as to fo	rm and legal sufficiency	<u> </u>	APPROVED:				
/s/ Scott A. Stone Scott A. Stone, As	ssistant County Attorne	V	Digitally signed by Russell   Rhodes   Date: 2020.09.01 15:17:40 -04'00'	9/01/2020			
	The state of the s		Budget Representative	Date			
			John Truitt Digitally signed by John Truitt Date: 2020.09.02 12:18:14	9/2/2020			
			Deputy Secretary	Date			
			Leslie Reed Date: 2020.09.09 12:14:15	09/09/2020			
			Secretary	Date			

cc: Procurement Section (MS93)
Bureau of Finance & Accounting (MS78) - 2 copies

#### ATTACHMENT 2



#### INTEROFFICE MEMORANDUM Palm Beach County Environmental Resources Management

DATE:

May 15, 2018

TO:

Verdenia C. Baker County Administrator

THROUGH:

Jon Van Arnan

MAY 18 2018

Deputy Chupty Administrator

FROM:

Deborah Drum, Director

Environmental Resources Management

SUBJECT:

REQUEST FOR DELEGATION OF APPROVAL AUTHORITY: Contract No. GC896 with the Florida Department of Environmental Protection (FDEP) for the Petroleum Restoration

Program

On June 21, 2016, agenda item 3L3 (R2016-0787), the Board of County Commissioners approved the County Administrator, or her designee to sign all future time extensions, task assignments, certifications, and other forms associated with the Contract, and any necessary minor amendments that do not substantially change the scope of work, or terms and conditions of the Contract.

This memorandum is my request for delegation of signatory authority for the Director or Deputy Director of Environmental Resources Management to sign all future time extensions, task assignments, certifications, and other forms associated with the Contract, and any necessary minor amendments that do not substantially change the scope of work, or terms and conditions of the Contract. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

APPROVED:

DATE: 5/21/18 Verdenia C. Baker, County Administrator

DD:kf Attachment