

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

**Meeting Date: December 15, 2020**

**Consent**  
 **Workshop**

**Regular**  
 **Public Hearing**

**Department: Facilities Development & Operations**

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** Consultant Services Authorization (CSA) No. 24 to the continuing contract with Baxter & Woodman, Inc. (Consultant) (R2017-0815) in the amount of \$213,198.92 to provide professional engineering services for the Palm Beach County Main County Courthouse (MCCH) Heating Ventilation and Air Conditioning (HVAC) Chill Water System project located at 205 N Dixie Hwy, West Palm Beach.

**Summary:** On June 20, 2017, the Board of County Commissioners approved the contract with the consultant for general utility, architectural and value engineering services. On June 12, 2020, the Facilities Management Division reported a leak on the existing 16-inch water line that supplies the chilled water to the HVAC system of the MCCH. The amount of water being lost was greater than the amount of make-up water being supplied therefore, emergency repairs were authorized to stabilize the chilled water line. Subsequent tests performed after the repairs were completed confirmed that additional points of failure in the below grade pipe remain, leading to continued leaks. CSA No. 24 includes engineering services required to replace the damaged 16-inch below grade section of chilled water pipe which runs from the existing valve box located on 3rd Street to the mechanical room located in the Main County Courthouse garage. The work consists of, but is not limited to, evaluation of the existing chilled water system, project management, quality assurance/quality control, data collection, surveying, utility location documentation and design services. The professional services contract was advertised according to the County's prior Small Business Enterprise (SBE) program where a 15% subcontracting goal was applied. The consultant committed to a contract goal of 26%. SBE participation on this CSA is 70.96%. To date the overall SBE participation on this continuing contract is 34.26%. The prime consultant is not a certified SBE, but is a local business. The funding source for this project is from the Public Building Improvement fund. **(Capital Improvements Division) District 7 (LDC)**

**Background and Justification:** The existing chilled water system supply line is currently leaking approximately 20 to 40 gallons of water per day. Replacement of the existing chilled water line is required in order to eliminate the leak, and to mitigate any possible undermining below the slab and roadway that may result from long-term water infiltration. This CSA includes engineering design services for the replacement of the damaged chilled water line from inside the Main County Courthouse mechanical room out to the valve box located on the north side of 3rd Street. The Water Utilities Department (WUD) manages this contract; the Facilities Development and Operations Department (FDO) requested WUD concurrence for the issuance of this CSA as the project's scope warrants retaining a consultant proficient with large diameter pipe systems, similar to those used in water treatment plants.

**Attachments:**

1. Location Map
2. Budget Availability Statement
3. Consultant Services Authorization No. 24
4. Baxter & Woodman, Inc. - CSA History

Recommended by: *Ernie C. Ayala* *11/18/20*  
*Deputy Director* *JPC*  
**Department Director** **Date**

Approved by: *J Baker* *12/9/2020*  
**County Administrator** **Date**

This agenda item is more than 50 pages and may be reviewed in Administration.

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

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	\$213,199	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	\$213,199	<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 3804 Dept 411 Unit B571-02 Object 4907

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

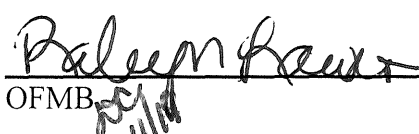
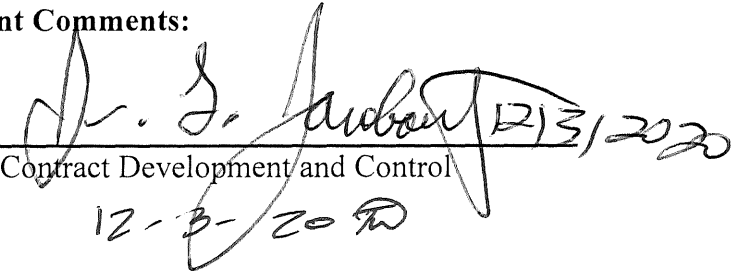
The funding source for this work is from the Public Building Improvement (Ad Valorem) Fund.

**C. Departmental Fiscal Review:**

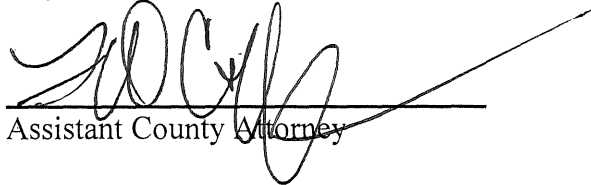


**III. REVIEW COMMENTS**

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

 11/23/2020  
 OFMB 11/11/20  
 12/3/2020  
 Contract Development and Control  
 12-3-2020

**B. Legal Sufficiency:**

  
 Assistant County Attorney

**C. Other Department Review:**

  
 Department Director

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