

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: December 15, 2020 Consent [X] Regular [ ] Public Hearing [ ]

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Contracts for Consulting/Professional Services for three (3) year terms with the following firms:

- A) Chen Moore and Associates, Inc. (CMA) for the General Utility, Architectural and Value Engineering Services (General Utility)
B) Brown and Caldwell (Corporation) (B&C) for the Wastewater Engineering Services (Wastewater)
C) JLA Geosciences, Inc. (JLA) for the Utility Hydrogeologic Engineering Services (Hydrogeologic)
D) Electrical Design Associates, Inc. (EDA) for the Electrical Instrumentation and Telemetry Engineering Services (Electrical)
E) Hillers Electrical Engineering, Inc. (HEE) for the Electrical Instrumentation and Telemetry Engineering Services (Electrical)
F) C Solutions, Inc. (CSI) for the Utility Distribution & Collection System Engineering Services (Distribution & Collection)
G) Holtz Consulting Engineers, Inc. (Holtz) for the Utility Distribution & Collection System Engineering Services (Distribution & Collection)
H) Keshavarz & Associates, Inc. (Keshavarz) for the Utility Distribution & Collection System Engineering Services (Distribution & Collection)

Summary: The Contracts will provide professional engineering and consulting services for Palm Beach County Water Utilities Department (PBCWUD) projects. The General Utility Contract was presented to the Goal Setting Committee (GSC) on October 2, 2019, and a minimum mandatory 20% SBE subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified African American owned firms were the Affirmative Procurement Initiatives (API) applied to the General Utility Contract. CMA has met the established APIs for this Contract. The Contract with CMA provides for 27.00% SBE Participation which includes 17.00% M/WBE participation, 17.00% MBE (B). CMA is a Palm Beach County based company. (PBCWUD Project No. 19-077R)

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Attachments:

- 1. Location Map
2. Four (4) Original Contracts with Chen Moore and Associates, Inc.
3. Certificate of Liability Insurance for Chen Moore and Associates, Inc.
4. Four (4) Original Contracts with Brown and Caldwell (Corporation)
5. Certificate of Liability Insurance for Brown and Caldwell (Corporation)
6. Four (4) Original Contracts with JLA Geosciences, Inc.
7. Certificate of Liability Insurance for JLA Geosciences, Inc.
8. Four (4) Original Contracts with Electrical Design Associates, Inc.
9. Certificate of Liability Insurance for Electrical Design Associates, Inc.
10. Four (4) Original Contracts with Hillers Electrical Engineering, Inc.
11. Certificate of Liability Insurance for Hillers Electrical Engineering, Inc.
12. Four (4) Original Contracts with C Solutions, Inc.
13. Certificate of Liability Insurance for C Solutions, Inc.
14. Four (4) Original Contracts with Holtz Consulting Engineers, Inc.
15. Certificate of Liability Insurance for Holtz Consulting Engineers, Inc.
16. Four (4) Original Contracts with Keshavarz & Associates, Inc.
17. Certificate of Liability Insurance for Keshavarz & Associates, Inc.

Recommended By: Jim Stiles 11-12-2020
Department Director Date

Approved By: [Signature] 12/3/2020
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>NET FISCAL IMPACT</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Budget Account No.:</b>	<b>Fund</b> <u>4011</u>	<b>Dept</b> <u>721</u>	<b>Unit</b> <u>Various</u>	<b>Object</b> <u>Various</u>	

Is Item Included in Current Budget? Yes X (\*) No X

Does this item include the use of federal funds? Yes        No X

Reporting Category N/A

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

(\*)There is no fiscal impact at the time the contract is awarded. Amounts are not encumbered until Consultant Services Authorizations are issued.

C. Department Fiscal Review: \_\_\_\_\_ GS

**III. REVIEW COMMENTS**

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

Delegated Review 11/13/2020  
OFMB 11/12 AP 11/13

Dr. J. Jacobus 11/24/2020  
Contract Development and Control  
11-20-20TW

**B. Legal Sufficiency:**

[Signature] 12/2/2020  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

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

The Wastewater Contract was presented to the GSC on October 2, 2019, and a minimum mandatory 20% SBE subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified African American owned firms were the API applied to the Wastewater Contract. B&C has met the established API for this Contract. The Contract with B&C provides for 23.00% SBE Participation which includes 23.00% M/WBE participation, 20.00% MBE (B), 2.00% MBE (A) and 1.00% WBE. While B&C is headquartered in Walnut Creek, CA, they maintain an office in Palm Beach County from which the majority of the work under this Contract will be performed (PBCWUD Project No. 19-078)

The Hydrogeologic Contract was presented to the GSC on October 2, 2019, and a minimum mandatory 20% SBE subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified SBE firms were the API applied to the Hydrogeologic Contract. JLA has met the established API for this Contract. The Contract with JLA provides for 73.00% SBE Participation which includes 3.00% M/WBE participation, 3.00% MBE (A). JLA is a Palm Beach County based company (PBCWUD Project No. 19-079R)

The Electrical Contract was presented to the GSC on October 2, 2019, and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified SBE firms was the API applied to the Electrical Contract. EDA and HEE have met the established API for this Contract. The Contract with EDA provides for 100.00% SBE Participation which includes 100.00% M/WBE participation, 100.00% MBE (H). EDA is a Palm Beach County based company. The Contract with HEE provides for 100.00% SBE Participation which includes 100.00% M/WBE participation, 100.00% MBE (A). HEE is a Palm Beach County based company (PBCWUD Project No. 19-080)

The Distribution & Collection Contract was presented to the GSC on October 2, 2019, and a minimum mandatory 20% SBE subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified SBE firms were the API applied to the Distribution & Collection Contract. CSI, Holtz and Keshavarz have met the established API for this Contract. The Contract with CSI provides for 83.00% SBE participation which includes 78.00% M/WBE participation, 76.00% MBE (B), 1.00% MBE (H) and 1.00% MBE (A). CSI is a Palm Beach County based company. The Contract with Holtz provides for 96.00% SBE participation which includes 90.00% M/WBE participation, 85.00% MBE (H), and 5.00% MBE (A). Holtz is a Palm Beach County based company. The Contract with Keshavarz provides for 85.00% SBE participation which includes 85.00% M/WBE participation, 82.00% MBE (A), and 3.00% MBE (B). Keshavarz is a Palm Beach County based company (PBCWUD Project No. 19-082) Countywide (MJ)

**Background and Justification:** The consultants were procured under the provisions of Florida Statutes 287.055 (Consultants' Competitive Negotiation Act) and the Countywide PPM CW-O-048. Assignment of tasks to the consultants will be at the sole discretion of the County, and the County may choose to select another firm or use in-house staff to perform any task. Consultant Services Authorizations task scope and fee negotiation will be performed on a task by task basis and issued against these contracts. The ongoing operation, maintenance and administration of the PBCWUD require professional services to supplement staff availability and expertise. All the Contracts for Consulting/Professional Services were procured under the requirements of the Equal Business Opportunity (EBO) Ordinance.