

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Agenda Item #:

6H-6

Meeting Date: August 22, 2023

Consent Regular
 Ordinance Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

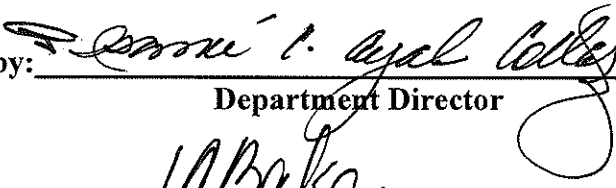
- A) Budget transfer of \$1,500,000 in the General Fund from General Fund Contingency Reserves; and
- B) Budget amendment in the amount of \$1,500,000 in the Public Building Improvement Fund 3804 to recognize the transfer and appropriate the funds for additional Information Technology (IT) equipment and cabling for the Supervisor of Elections (SOE) Production Facility project as well as building modifications for the SOE warehouse facility.


Summary: On November 19, 2019, the Board of County Commissioners (Board) approved the contract with Kast Construction Company LLC (Kast) for construction management services for the SOE Production Facility project. On December 7, 2021, the Board approved Amendment No. 1 (R2021-1793) for the construction of approximately 156,000 square feet of office and warehouse space which will house the SOE administrative offices and production facility operations; a multi-story parking garage of approximately 146,000 square feet and additional surface parking for both public and staff use; including all the associated site infrastructure improvements required to support both buildings. At the time of project commencement in March 2022, Staff included in the project budget an allocation of \$926,000 for cabling and telephone systems, both of which are to be provided by a vendor in coordination with the County's Information System Services (ISS) Department. Construction of the project is fast approaching the phase where cabling and installation of the telephone system will be required. As Staff intended to execute the purchase order for the same, the vendor issued a notification of a price increase totaling \$274,000. Additionally, ISS and the office of the SOE have identified needed information technology (IT) equipment (i.e., Wi-Fi, network and Distributed Antenna System) not included in the project scope totaling \$525,000 and \$300,000, respectively. Combined, the price increase for the cabling and telephone system, along with the additional IT equipment requested by ISS and SOE totals \$1,099,000. The equipment is required for the operation of the new SOE Production Facility. Although Staff had budgeted a project contingency, the same has been depleted as a result of price escalation during the 60-day subcontractor buyout process and pending change orders required during construction. The project duration has been impacted by supply chain delays, the most critical of which was the switchgear delivery increasing from 52 weeks to 84 weeks (actual delivery occurred on June 23, 2023). Staff has closely coordinated with Kast to implement all available mitigating actions in order to minimize impacts to the overall schedule and cost. As of this agenda item, the project is expected to obtain its Certificate of Occupancy by January 8, 2024. The current schedule has no flexibility left to accommodate additional delays. If further delays are experienced due to man-made or natural conditions, the SOE will not be able to relocate its warehouse operations to the new facility and will then need to remain at its current Riviera Beach facility until after the 2024 presidential election. The State of Florida has advised that security-related building modifications to the Riviera Beach facility will be required in order for it to continue in operation during the 2024 election cycle. Staff estimates said modifications will cost \$321,000. **Continued on Page 3.**

Background & Policy Issues: Continued on Page 3.

Attachments:

- 1. Location Map
- 2. Budget Transfer
- 3. Budget Amendment

Recommended by:  8/04/23
Department Director Date

Approved by:  8/15/23
County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$ _____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$-_____</u>	<u>-0-_____</u>	<u>-0-_____</u>	<u>-0-_____</u>	<u>-0-_____</u>
# ADDITIONAL FTE	_____	_____	_____	_____	_____
POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes _____ No X
 Does this item include use of federal funds? Yes _____ No X

Budget Account No: Fund 3804 Dept 411 Unit B652 Object 6502

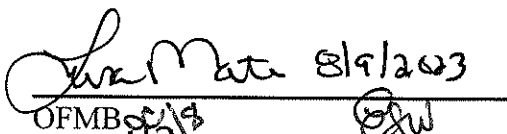
B. Recommended Sources of Funds/Summary of Fiscal Impact:

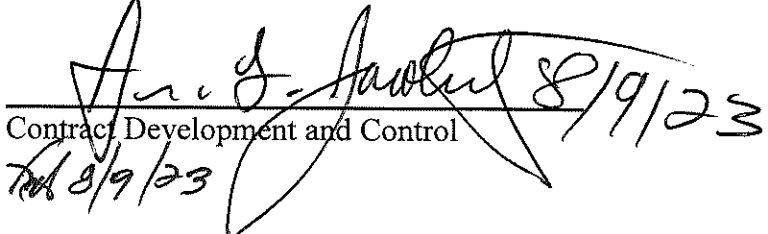
This item establishes additional funding for the Supervisor of Elections (SOE) Production Facility Project. Original funding for this project is from the 51.05M NAV Pub Imp Rev Bonds, 21A, CP, SOE Bldg. Fund and the Public Building Improvement Fund.

C. Departmental Fiscal Review: 

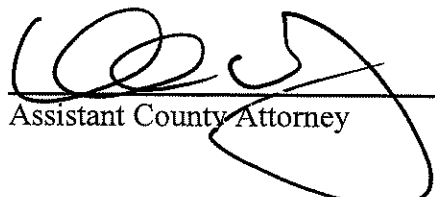
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 8/9/2023
 OFMB 8/9/23 8-8-2023

 8/9/23
 Contract Development and Control 8/9/23

B. Legal Sufficiency:

 8/11/23
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

Summary: Since all project funds have been depleted, Staff is recommending a budget transfer from the General Fund Contingency Reserves in the amount of \$1,500,000 to cover the previously detailed costs and allocate \$80,000 in additional contingency. This project is funded by the 51.05M NAV Pub Imp Rev Bonds, 21A, CP, SOE Bldg Fund and the Public Building Improvement Fund. **(Capital Improvements Division) District 7 (MWJ)**

Background & Policy Issues: The recommended budget transfer is needed to: 1) provide for cabling, telephone and IT equipment required to ensure operability of the new SOE Production Facility; and 2) complete security-related modifications at the SOE Riviera Beach warehouse facility as required to ensure continued operations in the event that the new SOE Production Facility is further delayed.

LOCATION MAP

Project No: 19216
Project Name: Supervisor of Elections Production Facility
Location: 4215 Cherry Road, West Palm Beach, Florida 33415



23-0864

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER**

Fund: 0001 - General Fund

BGEX 080323*1661

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 8/3/2023	REMAINING BALANCE
<u>EXPENDITURES</u>								
820/9100/9204	Tr To Public Bldg Imprv Fd 3804	28,135,000	28,135,000	1,500,000		29,635,000	28,135,000	1,500,000
820/9900/9901	Contingency Reserves	20,000,000	17,291,650		1,500,000	15,791,650		15,791,650
Total Appropriations & Expenditures				1,500,000	1,500,000			

Signatures & Dates

By Board of County Commissioners
At Meeting of 8/22/2023

Office of Financial Management & Budget

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

[Signature] 8/8/2023
[Signature] 8/9/2023

Deputy Clerk to the
Board of County Commissioners

23-0865

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT**

3804 - Public Building Impr Fund

BGRV 080323*553
BGEX 080323*1660

EXPENDED/
ENCUMBERED

8/3/2023


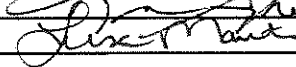
REMAINING
BALANCE

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 8/3/2023	REMAINING BALANCE
<u>REVENUES</u>								
800/8000/9100	Tr Fr General Fund Fd 0001	28,135,000	28,135,000	1,500,000		29,635,000		
	Total Receipts and Balances	114,194,801	113,923,418	1,500,000	0	115,423,418		
<u>EXPENDITURES</u>								
411/B652/6502	Building Construction - Cip	76,165	76,165	1,500,000		1,576,165	45,250	1,621,415
	Total Appropriations & Expenditures	114,194,801	113,923,418	1,500,000	0	115,423,418		

INITIATING DEPARTMENT/DIVISION
Facilities Development & Operations
Administration/Budget Department Approval
OFMB Department - Posted

Signatures

Date

8/8/2023
8/9/2023

By Board of County Commissioners
At Meeting of 8/22/2023

Deputy Clerk to the
Board of County Commissioners