

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

3H-5

Meeting Date: October 3, 2006 Consent Regular
 Ordinance Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: An annual contract with Stokes Mechanical Contractors, Inc. in an amount not to exceed \$1,000,000 as one of eight approved HVAC contractors for installation, repair and/or replacement of HVAC systems on an "as-needed" basis for projects typically under \$100,000 each.

Summary: This contract is for one year and is an indefinite-quantity contract with a maximum value of \$1,000,000. The contract will terminate when a total of \$1,000,000 in work orders is issued among the pool of approved HVAC contractors or when the one-year time period has expired, whichever occurs first. The contract provides for up to four one-year renewals, each for a not-to-exceed amount of \$1,000,000.00, at the sole option of the County. Staff will review the status of the contractor's certifications annually, prior to renewal, to ensure the firm remains qualified under the original pre-qualification criteria. The work is to be awarded as work orders on a lump-sum, competitively quoted basis among the pool of eight HVAC contractors. Any work performed will be in accordance with the Contract. The specific magnitude of the work shall be determined by individual work orders issued by Palm Beach County. The goal for SBE participation is 15% overall, and will be tracked cumulatively for each work order issued. (FD&O Admin) Countywide (JM)

Background and Justification: Bids were opened on August 1, 2006 for "Annual Contract: HVAC" and Stokes Mechanical Contractor, Inc. was one of eight (8) HVAC contractors to submit a pre-qualification package that met the established criteria for acceptance as one of our Annual HVAC Contractors. The contract is effective for a period of twelve months or at the point where the maximum potential contract amount of \$1,000,000 is reached among this pool of eight (8) Annual HVAC Contractors.

This is a bond-waiver contract. The cumulative value of active work orders at any time will be limited to \$200,000 per contractor.

Attachments:
Contract

Contract available in County Administrator's Office

Recommended by:

Annmy Wolf
Department Director

9/10/06
Date

Approve by:

[Signature]
County Administrator

9/25/06
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Year	2007	2008	2009	2010	2011
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)	—	—	—	—	—

Is Item Included in Current Budget? Yes ___ No ___

Budget Account No: **Not applicable**

Reporting Category _____

Recommended Sources of Funds/Summary of Fiscal Impact:

Fiscal impact cannot be determined at this time. The Potential maximum fiscal impact is \$1,000,000. Work Orders requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.

Departmental Fiscal Review: _____

III. REVIEW COMMENTS

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

John Dal 9-19-06
 OFMB 9/19/06
AM 9-15-06
John J. Jones 9/21/06
 Contract Dev. and Control

B. Legal Sufficiency:

James C. Meyer 9/25/06
 Assistant County Attorney

This Contract complies with our contract review requirements.

C. Other Department Review:

 Department Director

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