

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

Meeting Date: April 1, 2008

☒ [X] Consent  
☐ [ ] Ordinance

☐ [ ] Regular  
☐ [ ] Public Hearing

Department: Facilities Development & Operations

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: Amendment No. 1 to Contract with Hi-Tech Roofing & Sheetmetal, Inc. (R2007-0941) to implement the first renewal of an annual roofing contract.

**Summary:** Amendment No. 1 is a renewal to the Annual Contract-Roofing which was awarded to Hi-Tech Roofing & Sheetmetal, Inc., as one of seven approved roofing contractors. The contractor will continue to perform as an annual roofing contractor for roofing of various facilities. This annual roofing contract is an indefinite-quantity contract and this renewal has a maximum value of \$1,500,000. The renewal term is twelve months or until \$1,500,000 in work orders are issued. Staff is bringing forward the amendment at this time based on pending work which would exceed the value assigned to the contract. All terms of the original contract remain in effect. This is the first of four extensions allowed by the Contract. SBE participation goals for the Roofing contracts are 15%. Hi-Tech Roofing's participation for work orders issued to date is 100%. Work Orders to date for all seven annual contracts include a combined SBE participation of 31.7%. (FD&O Admin) Countywide (JM)

**Background and Justification:** Amendment No. 1 is the first renewal to the Annual Contract-Roofing which was awarded to Hi-Tech Roofing & Sheetmetal, Inc. on June 19, 2007 as one of seven Annual Roofing Contractors. The contractor will continue to perform as an annual roofing contractor for implementation of remedial roof repairs, roof maintenance, and roof replacements. This annual roofing contract is an indefinite-quantity contract and this renewal has a maximum value of \$1,500,000 among the pool of Annual Roofing Contractors. The renewal term is twelve months or until the renewal limit of \$1,500,000 is reached.

**Attachments:**

Amendment No. 1

Recommended by:

  
Department Director

3/8/08  
Date

Approved by:

  
County Administrator

3/24/08  
Date

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Year	2008	2009	2010	2011	2012
Capital Expenditures	max of \$1,500,000	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	max of \$1,500,000	0	0	0	0
# Additional FTE Positions (Cumulative)	See note below	—	—	—	—

Is Item Included in Current Budget? Yes ☐ No ☐

Budget Account No: \_\_\_\_\_

Reporting Category \_\_\_\_\_

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

Potential maximum fiscal impact is \$1,500,000. 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.

### C. Departmental Fiscal Review: \_\_\_\_\_

## III. REVIEW COMMENTS

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

Spillwhite 3/17/08  
OFMB  
3/17/08 03/14

Don J. Jacoby 3/18/08  
Contract Dev. and Control  
3/18/08

### B. Legal Sufficiency:

James C. Miller 3/21/08  
Assistant County Attorney

This amendment complies with our review requirements.

### C. Other Department Review:

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

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

### AMENDMENT #1 TO ANNUAL ROOFING CONTRACT

This agreement amends the contract between Palm Beach County (County) and Hi-Tech Roofing & Sheetmetal, Inc., (Contractor) authorized pursuant to Palm Beach County Resolution (R-2007-0941).

The original contract provided that Contractor would act as an annual roofing contractor from June 19, 2007 to June 18, 2008 or until the total dollar value of work authorizations issued in the term, among the pool of annual Roofing Contractors, totals One Million five hundred thousand dollars (\$1,500,000), whichever occurred first. That contract also provides that it could be extended for four additional terms. This amendment is the first extension.

The County is extending the contract for a period of twelve (12) months based on pending work which would exceed the value assigned to the contract. Pursuant to the provisions of the existing contract, the parties agree that Contractor will continue to act as an annual roofing contractor until March 31, 2009 or until the total dollar value of work authorizations for the second term totals One Million five hundred thousand dollars (\$1,500,000), whichever comes first. The parties agree that the total dollar value of work authorizations issued pursuant to this amendment shall not exceed One Million five hundred thousand dollars (\$1,500,000).

Except as amended herein, all provisions of the existing contract shall remain in full force and effect.

ATTEST:  
Sharon R. Bock, Clerk & Comptroller

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
Addie L. Greene, Chairperson

Witness:

Hi-Tech Roofing & Sheetmetal, Inc.

Louise Rodriguez  
Printed Name

[Signature]  
Signature

[Signature]  
Signature

President  
Title

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

[Signature]  
Assistant County Attorney

APPROVED AS TO TERMS  
AND CONDITIONS

[Signature]  
Audrey Wolf, Director  
Facilities Development & Operations