PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY



Meeting Date:	December 7, 2010	[x] Consent [] Ordinance	L.	Regular Public Hearing
Department:	Facilities Developme	nt & Operations		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: An annual contract with Hi-Tech Roofing and Sheetmetal, Inc., in an amount not to exceed \$1,500,000 as one (1) of a pool of seven (7) approved roofing contractors.

Summary: This contract is for one (1) year and is an indefinite-quantity contract with a maximum value of \$1,500,000. The contract will terminate when a total of \$1,500,000 in work orders is issued among the pool of approved roofing contractors or when the one-year time period has expired, whichever occurs first. Each contract has a maximum value of \$1,500,000 in the event that a single contractor is successful in all quotes. However, only a total of \$1,500,000 is budgeted annually for all seven (7) contracts. The contract provides for up to four (4) - one (1) year renewals, each for a not-to-exceed amount of \$1,500,000. 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 seven (7) roofing 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 Small Business Enterprise (SBE) participation is 15%, and will be tracked cumulatively for each work order issued. This is a bond-waiver contract. The cumulative value of active work orders will be limited to \$200,000 per contractor. Hi-Tech Roofing and Sheetmetal, Inc. is a certified SBE contractor and is a Palm Beach County company. (FD&O Admin) Countywide (JM)

Background and Justification: Bids were opened on November 2, 2010, for "Annual Contract: Roofing" and Hi-Tech Roofing and Sheetmetal, Inc. was one (1) of seven (7) roofing contractors to submit a pre-qualification package that met the established criteria for acceptance as one of our Annual Roofing Contractors. The contract is effective for a period of twelve (12) months or at the point where the maximum potential contract amount of \$1,500,000 is reached among this pool of seven (7) Annual Roofing Contractors.

Contract is more than 100 pages and may be viewed in Minutes.

Recommended by:	Anny Work	11/10/10	
recommended by.	Department Director	Date	
Approved by:	County Administrator	Date	

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
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 ¥	seestelu	w \$0	\$0	\$ 0
# Additional FTE Positions (Cumulative)	0	0	0	0	0
Is Item Included in Current 1	Budget:	Yes		No	***************************************
Budget Account No:		* .			
Reporting Category					

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

No fiscal impact associated with this item. 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.

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Departmental Fiscal Review:	

III. REVIEW COMMENTS

A.	OFMB Fiscal and/or Contract Development & Control Comments:
Α.	OFMB Legal Sufficiency: Assistant County Attorney OFMB Contract Dev. and Gontrol Contract Dev. and Gontrol Contract complies with our contract review requirements.
A.	Other Department Review:

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

Department Director