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## AGENDA ITEM 3.B.3

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### PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM SUMMARY

Meeting Date: October 1, 2013 (X) Consent () Workshop ) Regular ) Public Hearing

Submitted By: Clerk & Comptroller, Palm Beach County

Submitted For: Sharon R. Bock, Clerk & Comptroller

#### I. EXECUTIVE BRIEF

### Motion and Title:

**Department:** 

Motion to approve the contracts and claims settlements list as submitted by various departments to the Clerk & Comptroller's Office, cumulatively totaling **\$5,245,520** 

### Summary:

The appropriate County staff has executed each contract for the attached lists and each contract will be effective upon Board approval unless a later effective date is referenced in the contract.

#### **Background and Justification:**

The Palm Beach County Purchasing Ordinance and R-94-702 delegates certain contract execution to appropriate county staff, however, these contracts require Board approval before becoming effective.

#### Attachments:

Lists identifying contracts:

1)	Purchasing - Regular Totaling -	-	\$ 5,245,520.00		
2)	TDC Contracts		\$	3,500.00	
3)	Risk Management		\$	-0-	
,	ΤΟΤ	AL	\$ 5,2	45,520.00	

·SUN **Recommended by:** Weiss, Manager - Financial Services Date Stephen I. Approved by: \_

Assistant County Administrator

Date

### BOARD SERVICES (MINUTES) DIVISION

## **ROUTING INFORMATION SLIP:**

DATE ROUTED: September 25, 2013

ROUTED TO: Julie Dowe/Jan Schooley

ROUTED FROM: Glendia Harvey, Board Services-Minutes Phone: 355-2153

**DESCRIPTION OF ITEM:** 

Contract List for the October 1, 2013 BCC/Regular Meeting. My deadline to County Administration is September 26, 2013 Noon

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#### **REQUESTED ACTION:**

X Review and signature

Review and information

Other:\_\_\_\_

**OTHER ROUTING INSTRUCTIONS:** 

X Return to originator

□ Forward for additional processing to:

Other:\_\_\_\_

THANKS! Glendia Harvey

Reviewed in tay ables an Scholey 9/25/13 9/26/13

## A) DELETED

### B) R-2013-

Term contract with The Goodyear Tire & Rubber Company for \$3,442,020 from 10/21/2013 through 10/20/2018 for the lease of transit bus tires per Master Agreement 13084.

### C) R-2013-

Term contract with Minnesota Life Insurance Co. for \$1,800,000 from 01/01/2014 through 12/31/2018 for Term Life and Accidental Death and Dismemberment Insurance per Master Agreement 13066.

## D) R-2013-

Tourist Development Council Category "G" Grant Agreement with the Executive Women's Golf Association, Inc. for \$3,500 for expenses incurred in its tourism project.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL

BOARD OF COUNTY COMMISSIONERS MEETING DATE OF

10/01/2013 Revised

Contractor(s)	Project	Contract Amount SBE / M/WBE Amount	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #	
EXHIBIT A Pulled for further review						
<u>EXHIBIT B</u> The Goodyear Tire & Rubber Company	Term contract for the lease of transit bus tires for the period 10/21/2013 through 10/20/2018 per Master Agreement #13084.	\$3,442,020.00 SBE: \$0	Palm Tran 1341-542-5542-5213-C140- GY13	Scarlett		
The County has encumbered \$1,891,616 (\$32,061/month) collectively among two (2) separate contracts for the lease of transit bus tires during the previous fifty-nine (59) months of the current term contracts. Based upon the consolidation of these two (2) contracts, vendor pricing, a fixed fee full service rate (\$662,988) and fixed fee per mile with an anticipated usage (\$2,779,032), \$3,442,020 is needed to meet the County's requirements through the expiration of this new sixty (60) month term contract. This term contract has no renewal options. Awardee is located out of State. Because of Federal DBE program rather than the County's SBE program.						
<u>EXHIBIT C</u> Minnesota Life Insurance Co.	Term contract for Term Life and Accidental Death and Dismemberment Insurance for the period 01/01/2014 through 12/31/2018 per Master Agreement #13066.	County Paid: \$1,800,000.00 (Est.) Employee Paid: \$5,200,000.00 (Est.) Total Amount: \$7,000,000.00 (Est.) SBE: \$0	Risk Management 7001-2290-7038 Palm Tran 7001-2295-LIFE	Scarlett		
The County has encumbered \$852,000 (\$106,500/month) during the previous eight (8) months of the current twelve (12) month term contract. This is a new sixty (60) month term contract for Term Life and Accidental Death and Dismemberment Insurance for the employees of Palm Beach County, Palm Tran and the Supervisor of Elections. The estimated total cost of this contract is \$7,000,000, which is based on the estimated number of employees electing to purchase the plan at the guaranteed monthly rates. Of the estimated cost, the BCC cost is \$1,800,000 and the employee cost is \$5,200,000. The true number of plan participants will not be known until the completion of the annual open enrollment period for the employee group insurance benefits. Under this new term contract the guaranteed monthly rate has decreased by 4.54% from the previous contract. This contract has no renewal options. Awardee is located out of State. This contract was established by a competitive RFP process that allowed up to (10) points for SBE participation. No certified SBE participation was offered by the recommended awardee.						

TOTAL AMOUNT OF ALL AWARDS \$5,242,020.00

PROCUREMENT SUMMARY & APPROVAL FORM Exhibit "C" Form D								
Reference #:13-066/LJ [X] IFB/RFP [] SOLE SOURCE [] PIGGYBACK			Title: Term Life and Accidental Death and Dismemberment					
Date Prepared: 9/17/13				Staff: Lisa	a A. Juliano, Sr. Buy	er Y Manager: D	onna Pagel	
Total Value: \$1,800,000.00 BCC pd. (Est.) \$5,200.000.00 Employee pd. (Est.)				User Department(s): Risk Management, Palm Tran, and SOE				
Budget Li	ne(s	:7001-2290-7038; 700	)1-2295-	LIFE	[]Coun	tywide (3 or more	User Depts)	
√One: [	[X]	NEW	(lı	ncludes opt	ion to renew for	0additional	month period(s)	
	[] [] []	RENEWAL OPTION  (Includesadditionalmonth renewal period(s)    AMENDMENT, NON-RENEWAL  (AMENDMENT #)    INCREASE OF AUTHORIZED LIMIT  (Includesadditionalmonth renewal period(s)    INCREASE AMOUNT: \$						
	[]	EXTENSION		(	months)			
	[]	ONE TIME PURCHASE	- Purcha	ase Order (I	PO) #:	×.		
√One: [	[X]	TERM CONTRACT - Te	erm of Ag	reement: <u>^</u>	<u>1/1/14 12/31/18 (6</u>	0 months) MA #: <u>13(</u>	<u>066</u>	
		Previous Term Contrac	ct #: <u>08-</u>	102/DL_, P	revious Term: <u>1/1/13</u>	<u> </u>	onths)	
		Previous Authorized A	mount: S	<u>1,336,051.</u>	00,Encumbered An	nount: \$ <u>852,000.00</u>		
		Historical Usage: \$ <u>106</u>	<u>6,500.00</u> /	month (Enc	umbered Amount ÷	<u>8 /mo (</u> months of us	sage)	
	Includes <u>4.54</u> % [ ] increase [X] decrease based on Historical Usage. Additional reason for change in authorized amount:							
				AL # OF RDEE(S)	# OF IPBC AWARDEE(S)	#OF OPBC AWARDEE(S)	#OF OS AWARDEE(S)	
0		15		1	0	0	1	
		D (1 <u>) Minnesota Life Ins</u>	surance (	<u>Co.</u>				
Certified S				•	Business Location	•		
YES: Fi	rm #	from above: () Type % amount of contract:			Firm #'s from above: (_1) Code:_OS If OPBC: City:			
X NO: Co	de:	F1			n or bo, ony	******		
Subcontract to SBE? Yes No X PURPOSE OF PROCUREMENT ACTION: Request approval of a five (5) year Contract for Term Life and Accidental Death and Dismemberment Insurance with guaranteed rates at an estimated total cost of \$7,000,000.00. Based on the est. number of employees purchasing the plan, \$1.8M is paid by the BCC and \$5.2M is paid by the employees. The true number of plan participants will not be known until the completion of the annual open enrollment period for employee group insurance benefits.								
ATTACHMENTS (Check if attached)								
[ ] Letter(s) to Vendor for Dir's signature [X] Appendix E, Disclosure of Ownership Interests								
[X] Contract(s), if applicable					[X] Department justification, if applicable			
				[X] Entered into AMS (Adv 3), Date <u>9/18/13</u>				
[X] Prev BCC agenda item, if applicable [] Other/Close Procurement Folder # ****** A P P R O V A L S ****** ASSISTANT DIRECTOR'S APPROVAL: DATE: 91913								
DIRECTOR APPROVAL : DATE:								

# TOURIST DEVELOPMENT COUNCIL OF PALM BEACH COUNTY TEL: (561) 233-3130 FAX: (561) 233-3113 1555 PALM BEACH LAKES BLVD., SUITE 900, WEST PALM BEACH, FLORIDA 33401

## **INTEROFFICE MEMORANDUM**

DATE:	September 18, 2013	10/1	meeting	
TO:	Judith Crosbie Minutes	, -		
FROM:	Carol Meneely Astronomy TDC			
RE:	CATEGORY "G" GRANT AGREEMENT			

I have attached three (3) originals of the following Category "G" Grant Agreement:

### • Executive Women's Golf Association, Inc. \$3,500

Will you please add this to the next "contract list" for BCC approval? Following approval, I am requesting 2 original copies of the Category "G" Grant be returned to this office. If you have any questions, please call me at 233-3131.

CM

Enclosures cc: Kris Pursell, Sports Commission Jackie Chesney, TDC Glenn Jergensen, TDC

Tdc/grarntagr2013/minutes/sports/ExecutiveWomen'sGolf



Exhibit "B"



Purchasing Department 50 South Military Trail, Suite 110 West Palm Beach, FL 33415-3199 (561) 616-6800 FAX: (561) 616-6811 www.pbcgov.com/purchasing

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Palm Beach County Board of County Commissioners

Steven L. Abrams, Chairman

Priscilla A. Taylor, Vice Chair

Hal R. Valeche

Paulette Burdick

Shelley Vana

Mary Lou Berger

Jess R. Santamaria

**County Administrator** 

Robert Weisman

"An Equal Opportunity Affirmative Action Employer"

A printed on recycled paper

**OCTOBER 1, 2013** 

THE GOODYEAR TIRE AND RUBBER COMPANY 200 INNOVATION WAY D/710 AKRON, OH 44316

Dear Vendor:

RE: TERM CONTRACT # 13084

Form L

This is to inform you that Palm Beach County Board of County Commissioners is entering into a Term Contract with your company for <u>TRANSIT BUS TIRES, LEASE</u> <u>OF</u> based on:

[X] SOLICITATION # 13-084/AR

The term of this contract is 10/21/13 through 10/20/18, and has an estimated dollar value of \$3,442,020, inclusive of all vendors awarded.

The obligations of Palm Beach County under this contract are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and the Board of County Commissioners.

Paim Beach County Departments will issue individual hard copy orders against this contract as your authorization to deliver. All <u>invoices must</u> reference a unique document number (e.g. CPO/DO 680 XY0303050000000001111 or CPO/DO 680 XY030305\*1111). Failure to provide an order number with each invoice will result in a delay in processing payment.

If you have any questions, please contact AMANDA L. RAY at (561)616-6831.

Sincerely,

Hummalet

KATHLEEN M. SCARLETT PURCHASING DIRECTOR

c: EUGENE BITTEKER, PALM TRAN FILE