3H-5

**PALM BEACH COUNTY**
**BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

**Meeting Date: March 10, 2015** **[X ] Consent** **[ ] Regular**
**[ ] Ordinance** **[ ] Public Hearing**

**Department: Facilities Development & Operations**

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Contract with Robling Architecture Construction, Inc. for the Job Order Contract (JOC) Annual 2015 with a maximum value of $2,500,000 as one (1) of a pool of five (5) general contractors to perform on an as-needed basis for projects throughout the County.

**Summary:** This contract is for one (1) year and is an indefinite-quantity, fixed unit price contract that has a minimum value of $35,000 and a maximum cumulative value of $2,500,000 across all five (5) contracts. Job Order Contracts are competitively bid, firm, fixed price indefinite quantity contracts that include a collection of detailed repair and construction tasks and specifications that have established unit prices. The original contracts provide for an initial one (1) year term with four (4) - one (1) year renewal options 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 and in good standing. The specific magnitude of the work will be determined by individual work orders issued. Robling Architecture Construction, Inc. will perform work identified by the County in the executed work order, in accordance with the following cost factor adjustments to the Construction Task Catalog (CTC) Unit Price Books:

| | |
|---|---|
| 0.9590 | Project requires work to be performed during normal working hours; and |
| 0.9690 | Project requires work to be performed outside normal working hours |

The Small Business Enterprise (SBE) goal established for this contract is 15% and will be tracked cumulatively for each issued work order. Robling Architecture Construction, Inc. is a Palm Beach County based company. (Capital Improvements Division) Countywide (JM)

**Background and Justification:** Bids were opened on December 11, 2014 for JOC Annual 2015 with Robling Architecture Construction, Inc. submitting one of the five lowest responsive, responsible bids. The contract is effective for a period of twelve (12) months or when the total value of work reaches the maximum potential contract amount of $2,500,000. Five (5) contracts will be established through this solicitation due to the projected work load.

**Attachments:**
1. Bid Tabulation
2. Contract

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

**Recommended by:** Joe Amy Wolf 2/7/15
**Department Director** **Date**

**Approved by:** 2/11/15
**County Administrator** **Date**

## II. FISCAL IMPACT ANALYSIS

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

| Fiscal Year | 2015 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|
| 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) | 0 | 0 | 0 | 0 | 0 |

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 $2,500,000. 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:** _____ 2-9-15

## III. REVIEW COMMENTS

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

OFMB 2/11

Contract Dev. and Control 2/19/15

**A. Legal Sufficiency:**

Assistant County Attorney 2/20/15

**A. Other Department Review:**

_____

Department Director

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