

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

34-1

AGENDA ITEM SUMMARY

Meeting Date: April 5, 2016 Consent Regular
 Ordinance Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Work Order 16-004 with Protect Video, Inc. in the amount of \$189,360 to upgrade the access control system at the Convention Center.

Summary: The work consists of all labor, material, supervision, permits, and supplies necessary and reasonably incidental for replacing portions of the existing access control system and adding card readers to (31) new doors. This work was competitively bid amongst the pool of (3) annual low-voltage contractors with Protect Video, Inc. submitting the lowest responsive, responsible bid. The funding for this project is from 30.7M NAB Convention Center Construction Bond Fund. The SBE participation in this work order is 100%. The total construction duration is 35 days. Protect Video, Inc. is a Palm Beach County company. **(Capital Improvements Division) District 7 (DC)**

Background and Justification: The existing system was installed during the convention center's original construction in 2004. Changes in the operations and additions to the building require additional and upgraded equipment. This existing system is currently experiencing on-going maintenance problems with the old equipment, including locating replacement parts. The new equipment will meet current technological standards, require less maintenance and has future growth incorporated into the controls. The contractor shall be responsible for all associated electrical work and integration of controls into the existing building system. Quotes were opened on December 10, 2015 and Protect Video, Inc. submitted the lowest, responsive, responsible bid of the (2) bids received.

Attachments:

- 1. Location Map
- 2. Work Order 16-004
- 3. Bid Summary
- 4. Budget Availability Statement

Recommended by: *Joe Army Wolf* 3/23/16
Department Director Date

Approved by: *UC Baker* 3/28/16
County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	\$220,000	\$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	\$220,000	\$0	\$0	\$0	\$0
# Additional FTE Positions (Cumulative)	0	0	0	0	0

Is Item Included in Current Budget: Yes x No _____

Budget Account No:
Fund: 3014 Dept: 411 Unit: B371 Obj: 4907

Reporting Category _____

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

Funds are from the \$0.7M NAV Convention Center Construction Bond Fund

CONSTRUCTION	\$189,360
STAFF COSTS	\$ 0
CONTINGENCY	\$ 30,640
	\$220,000

C. Departmental Fiscal Review: _____ *3-14-16*

III. REVIEW COMMENTS

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

Sherry B...
 OFMB *RP 3/16* *EB 3/17* *MS 3/17*

Dr. J. Jacobson 3/25/16
 Contract Development & Control
 3/24/16 *JW*

A. Legal Sufficiency:

Ad Cop...
 Assistant County Attorney

A. Other Department Review:

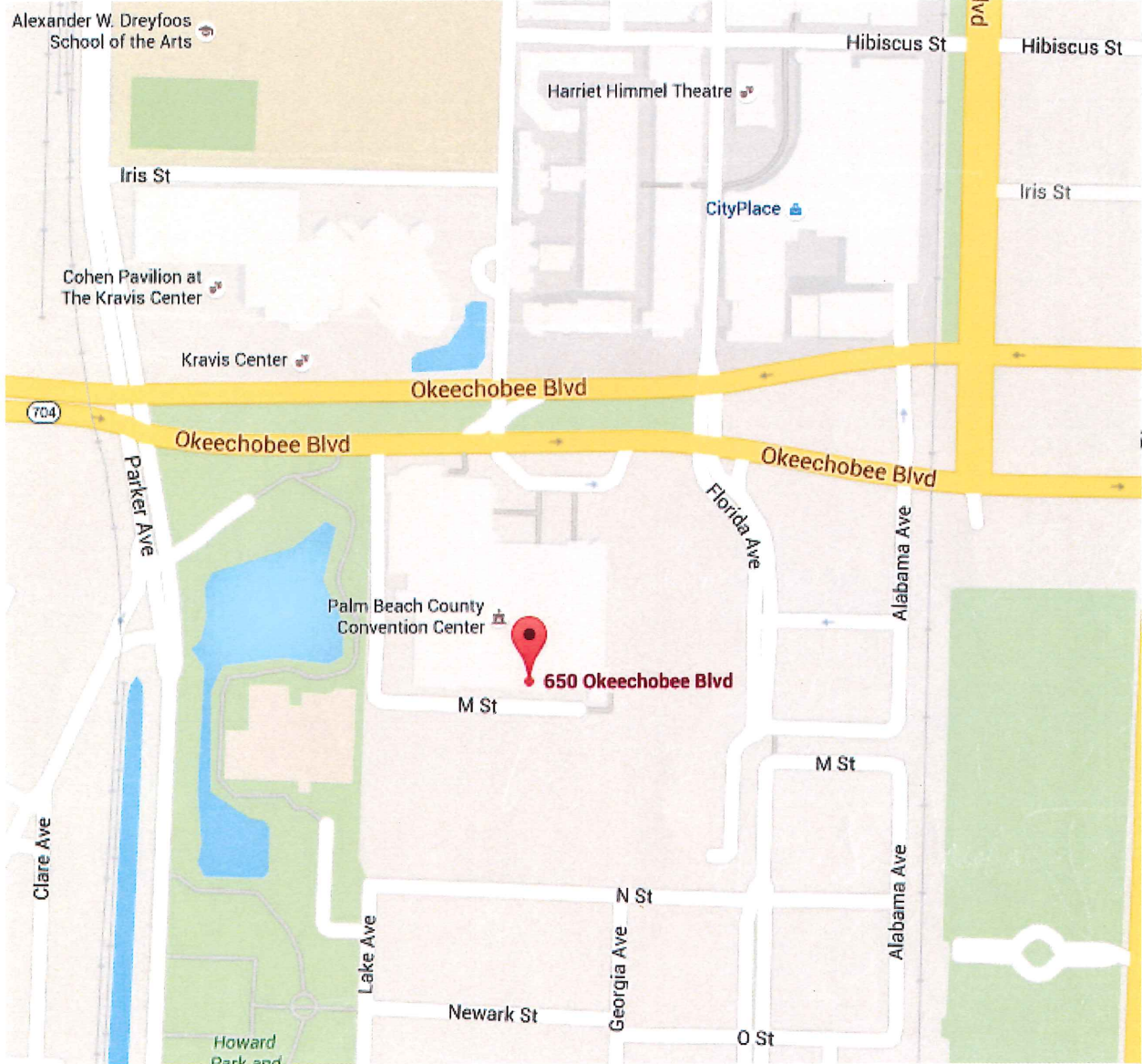
 Department Director

LOCATION MAP

Project No.: 15418.01

Project Name: PBC Convention Center – Upgrade Pro-Watch System

650 Okeechobee Blvd., West Palm Beach



WORK ORDER

Work Order #16-004

Annual Contract: Low Voltage

To: Protect Video, Inc.
3483 High Ridge Rd.
Boynton Beach, FL 33426
Attention: Shad DiMaria

Project Location: 650 Okeechobee Blvd., West Palm Beach
Project # 15418.01
Title: PBC Convention Center – upgrade Pro-watch system
Scope of Work: The work shall consist of upgrading the existing C-CURE access control system and adding 31 new doors to the Honeywell Pro-watch Access Control system as specified in the project documents.
Amount of W.O.: \$189,360.00
Requisition Date: 1/11/16
Account Number: 3014-411-B371-4907 (FDO-15VOLT)
Vendor Code: VC0000004897
District: 7

PBC Representative: [Signature] 1/14/16
Capital Improvements Division Date

Approval: [Signature] 2/4/16
Director, Facilities Development & Operations Date

Approval: _____
Mary Lou Berger, Mayor, Board of County Commissioners Date

Acknowledgment: [Signature] 1-12-16
Protect Video Inc. Date

SBE % Participation-to-Date 100%
SBE % Participation this W.O. 100%
*Specific goals for this contract are 15%.

- COPIES TO: Contract Development & Control
- Finance
- Fixed Assets
- FD&O Fiscal

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
BY [Signature]
County Attorney

Only questions received in writing will be responded to regarding this solicitation for quote.
Questions may be faxed to (561) 233-0270 or e-mailed to DLange@pbcgov.org

QUOTATION FORM

The Quotation Form shall be enclosed in a sealed opaque envelope. The envelope shall be addressed as follows:

**15418.01
Palm Beach County Convention Center – Upgrade Pro-watch System
Capital Improvements Division
2633 Vista Parkway
West Palm Beach, Florida 33411
Attention: Darrell Lange**

No responsibility will be attached to the Owner for premature opening of or failure to open a quotation not properly identified. **If the quotation is sent by mail, the sealed envelope shall be enclosed in a separate mailing with the notation "SEALED QUOTE ENCLOSED" on the face thereof.**

PROJECT: Palm Beach County Convention Center – Upgrade Pro-watch System

PROJECT NO.: 15418.01

DUE: Thursday, December 3, 2015 at 2:00PM

**RETURN TO: Darrell Lange, Manager
Capital Improvements Division
2633 Vista Parkway
West Palm Beach, FL 33411**

SCOPE OF WORK: This quotation is to furnish all material, labor, supervision, permits and supplies necessary and reasonably incidental to update C-CURE Access Control System and add thirty-one (31) new doors to the Honeywell Pro-watch Access Control per the requirements provided by Capital Improvements Division. **Work to be done under Palm Beach County's Annual Low Voltage Contract.**

The complete quote package contains the Quotation Form, Schedule 1(List of Proposed SBE/MWBE Subcontractors) and Schedule 2 (Letter of Intent to Perform as an SBE or MWBE Subcontractor). The complete quote package must be returned in order to receive credit for SBE Preference.

TOTAL QUOTE AMOUNT

\$ 189,360.00

Written amount One Hundred Eighty-Nine Thousand Three Hundred Sixty Dollars ⁰⁰/₁₀₀

Base Bid Total = \$156,800.00

· Add AIT #1 Total = \$ 4,800.00

· Add AIT #2 Total = \$ 27,760.00

QUOTATION PROVIDED BY:

Protect Video Inc.
Contractor Name

12-2-2015

Date

S. C. [Signature]

Signature

President

Title

Quotations Must Contain Original Signatures. No Copies or Faxed Quotes Will Be Accepted

**SCHEDULE 1
LIST OF PROPOSED SBE-M/WBE PARTICIPATION**

PROJECT NO. OR BID NO.: 15418.01
 NAME OF PRIME BIDDER: Protect Video Inc.
 CONTACT PERSON: Shad DiMarzio
 BID OPENING DATE: 12-3-15

PROJECT NAME OR BID NAME: PBCCC - Upgrade Pro-watch System
 ADDRESS: 3483 High Ridgeway Boynton Beach FL 33426
 PHONE NO.: 561-622-5880 FAX NO.: 561-622-5408
 USER DEPARTMENT: _____

THIS DOCUMENT IS TO BE COMPLETED BY THE PRIME CONTRACTOR AND SUBMITTED WITH BID PACKET. PLEASE LIST THE NAME, CONTACT INFORMATION AND DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SBE -M/WBE's ON THIS PROJECT. IF THE PRIME IS AN SBE-M/WBE, PLEASE ALSO LIST THE NAME, CONTACT INFORMATION AND DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME ON THIS PROJECT. THE PRIME AFFIRMS THAT IT WILL MONITOR THE SBES LISTED TO ENSURE THE SBES PERFORM THE WORK WITH ITS OWN WORKFORCE.

Name, Address and Phone Number	(Check one or both Categories)		DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK				
	M/WBE	SBE	Black	Hispanic	Women	Caucasian	Other
	Minority Business	Small Business					(Please Specify)
1. <u>Protect Video Inc</u> <u>3483 High Ridgeway</u> <u>Boynton Beach FL 33426 561-622-5880</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	<u>100%</u>	<u>100%</u>	_____	_____
2.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
(Please use additional sheets if necessary)			Total	<u>100%</u>	<u>100%</u>	_____	_____

Total Bid Price \$ 189,360.00

Total SBE-M/WBE Participation Dollar Amount and/or Percentage of Work 100%

I hereby certify that the above information accurate to the best of my knowledge: [Signature] Signature President Title

- NOTE: 1. The amount listed on this form for a SBE-M/WBE Prime or Subcontractor must be supported by price or percentage listed on the signed Schedule 2 or signed proposal in order to be counted toward goal attainment.
 2. Firms may be certified by Palm Beach County as an SBE and/or M/WBE. If firms are certified as both an SBE and M/WBE, please indicate the dollar amount and/or percentage under the appropriate category.
 3. M/WBE information is being collected for tracking purposes only.

**OSBA SCHEDULE 2
LETTER OF INTENT TO PERFORM AS AN SBE-M/WBE**

This document must be completed by ALL SBE-M/WBE's and submitted with this bid packet. Specify in detail, the particular work items to be performed and the dollar amount and/or percentage for each work item. SBE credit will only be given for items which the SBE-M/WBE's is certified to perform. Failure to properly complete Schedule 2 will result in your SBE participation not being counted.

PROJECT NUMBER: 15418.01 PROJECT NAME: PBCCC - Upgrade Pro-watch System

TO: Protect Video Inc.
(Name of Prime Bidder)

The undersigned is certified by Palm Beach County as a - (check one or more, as applicable):

Small Business Enterprise Minority Business Enterprise
Black _____ Hispanic Women Caucasian _____ Other (Please Specify) _____

Date of Palm Beach County Certification: 10-2-2013

The undersigned is prepared to perform the following described work in connection with the above project. Additional Sheets May Be Used As Necessary

Line Item/ Lot No.	Item Description	Qty/Units	Unit Price	Total Price/ Percentage
1	Base Bid	1	\$ 156,800	100%
1	Add A1 + A2	1	\$ 4,800	100%
1	Add A1 + A2	1	\$ 27,760	100%

at the following price or percentage 100% \$ 189,360.00
(SBE Prime or Subcontractor's Quote)

and will enter into a formal agreement for work with you contingent upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this job to a certified SBE-M/WBE or a non-SBE subcontractor, please list the name of that subcontractor and the amount below.

Price or Percentage 100% Protect Video Inc.
(Name of Subcontractor)

The Prime affirms that it will monitor the SBE-M/WBE listed to ensure the SBE-M/WBE perform the work with their own work force. The undersigned SBE-M/WBE Prime or SBE-M/WBE subcontractor affirms that it has the resources necessary to perform the work listed without subcontracting to a non-certified SBE or any other certified SBE subcontractors except as noted above.

The undersigned subcontractor understands that the provision of this form to Prime Bidder does not prevent Subcontractor from providing quotations to other bidders.

Protect Video Inc.
Print name of
SBE-M/WBE Company
By: [Signature]
(Signature)
Shad DiMaria - President
Print name/title of person executing on behalf
of SBE-M/WBE
Date: 12-2-13

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
FACILITIES DEVELOPMENT AND OPERATIONS DEPARTMENT
PROCUREMENT & PROJECT IMPLEMENTATION GROUP**

PROJECT NAME: Palm Beach County Convention Center – Upgrade Pro-watch System

PROJECT NUMBER: 15418.01

ADDENDUM NUMBER: ONE

DATE OF ISSUANCE: November 9, 2015

TO: Prospective Bidders

This addendum forms a part of the contract documents, modifies the original bid documents and shall be as binding as if contained therein.

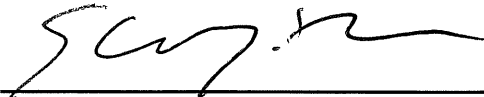
This Addendum consists of one (1) page and three (3) photo pages.

CHANGE TO PROJECT REQUIREMENTS:

1. Delete Attachment 2; replace with revised Attachment 2, pages ADD1-2, through ADD1-4.

IT IS REQUIRED THAT THIS ADDENDUM NO. ONE (1) BE SIGNED IN THE ACKNOWLEDGMENT OF RECEIPT BELOW, AND ATTACHED TO THE BID FORMS AND BECOMES PART OF BID FORMS AND CONTRACT DOCUMENTS.

ACKNOWLEDGMENT OF RECEIPT: _____



END OF ADDENDUM

ADD1-1

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
FACILITIES DEVELOPMENT AND OPERATIONS DEPARTMENT
PROCUREMENT & PROJECT IMPLEMENTATION GROUP**

PROJECT NAME: Palm Beach County Convention Center – Upgrade Pro-watch System

PROJECT NUMBER: 15418.01

ADDENDUM NUMBER: TWO

DATE OF ISSUANCE: November 25, 2015

TO: Prospective Bidders

This addendum forms a part of the contract documents, modifies the original bid documents and shall be as binding as if contained therein.

This Addendum consists of eighteen (18) pages.

CHANGE TO QUOTATION FORM:

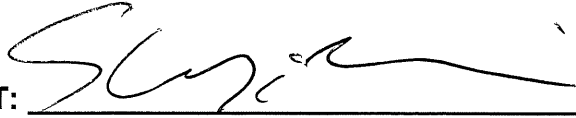
1. Change the due date from “Thursday, December 3, 2015 at 2:00PM to Thursday, December 10, 2015 at 2:00PM”.

CHANGE TO PROJECT REQUIREMENTS:

2. SCOPE OF WORK, Add the following items to end of section:
 - Provide and install badging software, printer and camera package.
 - Supply 250 access cards (assuming existing cards will work with new system, if not then increase to 500).
 - Provide seven (7) concurrent licensing stations in the Convention Center.
 - Provide and install two (2) CPUs (one CPU for Public Safety manager that will house badging software and one CPU that will serve as main system in security office).
 - Provide and install two (2) monitors that are minimum 23” above CPU’s.
 - Provide 5% attic stock.
3. Delete Attachments 1 & 2. Replace with pages ADD2-3 through ADD2-18.

IT IS REQUIRED THAT THIS ADDENDUM NO. TWO (2) BE SIGNED IN THE ACKNOWLEDGMENT OF RECEIPT BELOW, AND ATTACHED TO THE BID FORMS AND BECOMES PART OF BID FORMS AND CONTRACT DOCUMENTS.

ACKNOWLEDGMENT OF RECEIPT:

A handwritten signature in black ink, appearing to be "S. Smith", written over a horizontal line.

END OF ADDENDUM

ADD2-2

BID SUMMARY

Project Name: Palm Beach County Convention Center – Upgrade Pro-watch System		
Project No. 15418.01		
Bid Opening Date: December 10, 2015		
CONTRACTOR	PROTECT VIDEO	UNIVERSAL
BID	\$189,360.00	\$209,226.00
ADDENDUM 1&2 ACKNOWLEDGED	√√	√√
ATTACHMENT 2 (SBE SCHEDULE 1)	100%	100%
ATTACHMENT 2 (SBE SCHEDULE 2)	√	√

Bid Documents opened by: pl

Bids Documents recorded by: 22

Note: Tabulation is not official until checked and certified by Capital Improvements Division

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 3/9/16

REQUESTED BY: Clark Woods

PHONE: 233-2054

PROJECT TITLE: PBC Convention Center – Upgrade Pro-watch System

PROJECT NO.: 15418.01

LOCATION: 650 Okeechobee Blvd, West Palm Beach

LOCATION DESCRIPTION: N/A

BUILDING NUMBER: N/A

CONTRACTOR/CONSULTANT NAME: Protect Video, Inc. (low voltage) *w/o 16-004*

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR: The work shall consist of upgrading the existing C-CURE access control system and adding 31 new doors to the Honeywell Pro-watch Access Control system as specified in the project documents.

CONSTRUCTION	<u>\$189,360.00</u>
ARCHITECT/ENGINEER/CONSULTANT	<u>NA</u>
STAFF COSTS*	<u>NA</u>
EQUIPMENT/ OTHER	<u>NA</u>
CONTINGENCY	<u>\$ 30,640.00</u>
TOTAL	<u>\$220,000.00</u>

*By signing this BAS your department agrees to these staff costs and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project.

BUDGET ACCOUNT NUMBERS (IDENTIFY ALL SOURCES) FUNDING SOURCE (CHECK ALL THAT APPLY)

FUND: *3014* DEPT: *4111* UNIT: *B371* OBJ: *4907* SUBOBJ: *Bowl*

AD VALOREM OTHER / GRANT(S) FEDERAL/DAVIS BACON

If Grant(s), specify name of Grant(s): _____

SUBJECT TO INSPECTOR GENERAL FEE YES NO

BAS APPROVED BY *[Signature]* DATE: *3-9-16*

ENCUMBRANCE NUMBER: *KDO 031416-1359*