

AGENDA ITEM 3.B.3.

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: December 19, 2017 **(X) Consent** **() Regular**
 () Workshop **() Public Hearing**

Department:

Submitted By: Clerk & Comptroller, Palm Beach County

Submitted For: Sharon R. Bock, Clerk & Comptroller

I. EXECUTIVE BRIEF

Motion and Title:

Motion to approve the contracts and claims settlements' list as submitted by various departments to the Clerk & Comptroller's Office, cumulatively totaling **5,361,841.60**

Summary:

The appropriate County staff has executed each contract for the attached lists and each contract will be effective on approval of the Board of County Commissioners (BCC) unless a later effective date is referenced.

Background and Justification:

The Palm Beach County Purchasing Ordinance and R-94-702 delegate certain contracts execution to appropriate county staff. However, these contracts require BCC approval before becoming effective.

Attachments:

Lists identifying contracts:

1)	Purchasing – Consent	\$ 5,361,841.60
2)	TDC Contracts	\$ 0.00
3)	Risk Management	<u>\$ 0.00</u>
	TOTAL	\$ 5,361,841.60

Recommended by: Stephen I. Weiss, Director - Finance Services 12-15-17
Date _____

Approved by: N/A
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

Fiscal Years	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Capital	_____	_____	_____	_____	_____
Expenditures - Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
Number of additional FTE positions (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes _____ No _____

Budget Account Number: Fund _____ Department _____ Unit _____

 Object _____ Reporting Category _____

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

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

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

_____	_____
OFMB	Contract Dev. and Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

December 19, 2017

CONSENT AGENDA

3.B.3. – CONTINUED

A)

New term contract with USIC Locating Services, LLC for \$585,000 for utility locating services from December 19, 2017 through December 18, 2018.

B)

New term contract with Tripp Electric Motors, Inc. for \$1,217,916 for pump and motor maintenance and repair services from December 19, 2017 through December 18, 2018.

C)

Increase of term contract of \$24,925.60 with Thyssenkrupp Elevator Corporation, for a total of \$300,744 for elevator maintenance and repair from July 11, 2017 through July 10, 2018.

D)

Deleted

E)

Increase of term contract of \$350,000 with R&M Service Solutions, LLC for a total of \$749,653 for hydrant and valve maintenance, repair and flushing services from June 7, 2016 through November 22, 2018.

F)

Extension and increase of term contract of \$20,000 with Miranda & Sons Environmental, Inc. d/b/a Miranda Exterminating; Hulett Environmental Services, Inc. for a total of \$150,000 for pest and rodent control services from September 1, 2016 through December 31, 2017.

G)

Extension and increase of term contract of \$71,517 with Kentron Healthcare; Midwest Medical Supply LLC d/b/a MMS-A Medical Supply Co.; Bound Tree Medical, LLC; Southeastern Emergency Equipment Co., Inc.; Guardian Medical Products d/b/a Guardian EMS Products; Quadmed, Inc. for a total of \$462,461 for medical supplies from September 25, 2016 through March 24, 2018.

H)

Renewal of term contract with Baker & Taylor, LLC for \$1,473,071 for new and popular leased books for the County's Library System from February 1, 2018 through January 31, 2019.

I)

Renewal of term contract with Rexel, Inc. for \$871,980 for parts and repair services for Rockwell Automation Allen-Bradley products from January 17, 2018 through January 16, 2019.

J)

Renewal of term contract with Synagro-WWT, Inc. d/b/a Synagro South, LLC for \$374,000 for dewatering and disposal of sewage cake sludge from January 15, 2018 through January 14, 2019.

K)

a.

Renewal of term contract with Life Insurance Company of North America, a CIGNA Company for Short Term Disability Insurance from January 1, 2018 through December 31, 2018.

b.

Renewal of term contract with Life Insurance Company of North America, a CIGNA Company for a total amount of \$675,000 for Long Term Disability Insurance from January 1, 2018 through December 31, 2018.

L)

New term contract with Avail Technologies, Inc. for \$204,682 for hardware and software maintenance services for the automatic vehicle location system from October 30, 2017 through October 30, 2018.

M)

New term contract with Unique Management Services for \$261,539 for debt collection services for the Library Department from January 8, 2018 through January 7, 2023.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT A					
USIC Locating Services, LLC	New term contract for utility locating services for the period 12/19/2017 through 12/18/2018 per Master Agreement #18027.	\$585,000.00 SBE: \$0	Water Utilities Department 4001-720-2425-3401	Scarlett	

The County has expended or encumbered \$199,850 (\$39,970/month) during the previous five (5) months of the current seven (7) month emergency contract. Due to an increase in new construction, \$585,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. This term contract has four (4) twelve (12) month renewal options. Awardee is located out of State. No responsive SBE vendor bid within 10% of the low bidder.

EXHIBIT B					
Tripp Electric Motors, Inc.	New term contract for pump and motor maintenance and repair services for the period 12/19/2017 through 12/18/2018 per Master Agreement #18010.	\$1,217,916.00 SBE: 100%	Countywide	Scarlett	

The County has expended or encumbered \$177,612 (\$101,493/month) during the previous one and three quarter (1.75) months of the current four (4) month emergency term contract which will be terminated upon the award of the new contract. \$1,217,916 is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. This term contract has four (4) twelve (12) month renewal options. Awardee is located in Palm Beach County.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT C					
Thyssenkrupp Elevator Corporation	Increase of term contract for elevator maintenance and repair for the period 07/11/2017 through 07/10/2018 per Master Agreement #17028R.	Increased Amount: \$ 24,925.60 Total with increase: \$300,744.00 SBE: \$0	Facilities Development & Operations/ Facilities Management Division 0001-410-5220-4607 0001-410-5240-4607 0001-410-5260-4607 0001-410-5270-4607 0001-410-5290-4607 0001-410-5220-4610 0001-410-5240-4610 0001-410-5260-4610 0001-410-5270-4610 0001-410-5290-4610	Scarlett	

The County has expended or encumbered \$249,310 (\$55,402/month) during the previous four and one half (4.5) months of the current twelve (12) month term contract. An increase of \$24,925.60, over the previous authorized amount of \$275,818.40, inclusive of the Purchasing Director's ten percent (10%) authority, is necessary to have sufficient funds to continue routine services through 07/10/2018 as a primary result of now completed repairs in South Region which were undertaken/completed by this vendor but the capacity for such repairs was included in the contract for the previous vendor holding this contract, and inadvertently not moved forward. This term contract has four (4) twelve (12) month renewal options. Awardee is located in Palm Beach County. No responsive SBE vendor bid within 10% of the low bidder.

EXHIBIT D
Removed

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT E					
R&M Service Solutions, LLC	Increase of term contract for hydrant and valve maintenance, repair and flushing services for the period 06/07/2016 through 11/22/2018 per Master Agreement #555400.	Increased Amount: \$350,000.00 Total with increase: \$749,653.00 SBE: \$0	Water Utilities Department	Scarlett	

The County has expended or encumbered \$399,295 (\$22,495/month) during the previous seventeen and three quarter (17.75) months of the current twenty-nine and one half (29.5) month term contract. Water Utilities Department has requested an increase of \$350,000, over the previous authorized amount of \$399,653 for the adjustment or replacement of approximately thirty (30) manholes and valve boxes located within FDOT roadway projects in order to meet current Utility Engineering/Construction Standards, and for corrective maintenance on approximately 3,750 valves located throughout the County's water distribution system. This purchase is off Seminole County #IFB-602347-15/GMC and has no renewal options. Awardee is located in Palm Beach County. There is no SBE currently certified for this commodity or service.

EXHIBIT F					
Miranda & Sons Environmental, Inc. d/b/a Miranda Exterminating; Hulett Environmental Services, Inc.	Extension and increase of term contract for pest and rodent control services for the period 09/01/2016 through 02/28/2018 per Master Agreement #12075C.	Increased Amount: \$ 20,000.00 Total with increase: \$150,000.00 SBE: 100%	Countywide	Scarlett	

The County has expended or encumbered \$98,155 (\$6,544/month) during the previous fifteen (15) months of the current sixteen (16) month term contract. An additional two (2) month extension to the current contract is necessary to provide sufficient time to prepare, evaluate and award a new contract and to avoid a lapse in service. In addition, an increase of \$20,000, over the previously authorized amount of \$130,060, is required in order to conduct pest and rodent control services during the contract extension. This term contract has no renewal options. Awardee is located in Palm Beach County.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT G					
Kentron Healthcare; Midwest Medical Supply LLC d/b/a MMS-A Medical Supply Co.; Bound Tree Medical, LLC; Southeastern Emergency Equipment Co., Inc.; Guardian Medical Products d/b/a Guardian EMS Products; Quadmed, Inc.	Extension and increase of term contract for medical supplies for the period 09/25/2016 through 03/2 4/2018 per Master Agreement #12056C.	Increased Amount: \$ 71,517.00 Total with increase: \$462,461.00 SBE: \$0	Countywide	Scarlett	

The County has expended or encumbered \$339,710 (\$23,839/month) during the previous fourteen and one quarter (14.25) months of the current fifteen (15) month term contract, which includes a three (3) month extension pursuant to the Director of Purchasing’s authority. An additional three (3) month extension to the current contract is necessary to provide sufficient time to prepare, evaluate and award a new contract and to avoid a lapse in service. In addition, an increase of \$71,517, over the previous authorized amount of \$390,944, inclusive of the Purchasing Director’s ten percent (10%) authority, is required for the purchase of medical supplies during the contract extension. This term contract has no renewal options. Five (5) Awardees are located out of State and one (1) Awardee is located outside Palm Beach County in the City of Jacksonville, Florida. No SBE vendor submitted a bid on this project.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT H</u>					
Baker & Taylor, LLC	Renewal of term contract for new and popular leased books for the County's Library system for the period 02/01/2018 through 01/31/2019 per Master Agreement #15025C.	\$1,473,071.00 SBE: \$0	Library Department 1180-320-3200-4403	Scarlett	
<p>The County has expended or encumbered \$1,411,958 (\$141,195/month) during the previous ten (10) months of the current twelve (12) month term contract. \$1,473,071, which is the original approved amount of the contract, is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. This term contract has one (1) twelve (12) month renewal option remaining. Awardee is located out of State. The original bid was established by a competitive selection process. No SBE vendor submitted a bid on this project.</p>					
<u>EXHIBIT I</u>					
Rexel, Inc.	Renewal of term contract for parts and repair services for Rockwell Automation Allen-Bradley products for the period 01/17/2018 through 01/16/2019 per Master Agreement #SS555314D.	\$871,980.00 SBE: \$0	Countywide	Scarlett	
<p>The County has expended or encumbered \$101,116 (\$8,793/month) during the previous eleven and one half (11.5) months of the current thirteen (13) month term contract. Due to the pre-planned need to replace old units that are beyond repair and higher repair costs due to the age of County equipment, \$871,980, which is the original approved amount of the contract, is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. This term contract has no renewal options remaining. Awardee is located out of State. This is a sole source provider who is not a certified SBE.</p>					
<u>EXHIBIT J</u>					
Synagro-WWT, Inc. d/b/a Synagro South, LLC	Renewal of term contract for dewatering and disposal of sewage cake sludge for the period 01/15/2018 through 01/14/2019 per Master Agreement #16007B.	\$374,000.00 SBE: \$0	Water Utilities Department 4001-720-4GUA-4615 4001-720-5GUA-4615	Scarlett	

The County has expended or encumbered \$207,474 (\$19,300/month) during the previous ten and three quarter (10.75) months of the current twelve (12) month term contract. Due to anticipated needs, \$374,000, which is the original approved amount of the contract, is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located out of State. The original bid was established by a competitive selection process. No SBE vendor submitted a bid on this project.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT K Life Insurance Company of North America, a CIGNA Company	A.	Renewal of term contract for Short Term Disability Insurance (STD) for the period 01/01/2018 through 12/31/2018 per Master Agreement #15065A.	Employee Paid: \$325,000.00 (Est.) SBE: \$0	Risk Management 7001-L29-2290-0124 (Voluntary) 7001-2295-0124 (Palm Tran)	Scarlett
	B.	Renewal of term contract for Long Term Disability Insurance (LTD) for the period 01/01/2018 through 12/31/2018 per Master Agreement #15065A.	Total Amount: \$675,000.00 (Est.) Employee Paid: \$506,250.00 (Est.) County Paid: \$168,750.00 (Est.) SBE: \$0	Risk Management 7001-L29-2290-0330 (Basic) County Paid 7001-L29-2290-0335 (Buy- Up) County & Employee Paid	
		(See Next Page for Summary)		7001-L29-2290-0123 (Voluntary) Employee paid	
				7001-2295-0123 (Palm Tran)	

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<p>A. During the previous twenty-three (23) months of the current twenty-four (24) month term contract, employees have paid \$588,449 (\$25,585/month) in fees for short-term disabilities. Based upon the prior enrollment number of employees electing to purchase the plan and the increase in the County's labor force and salaries, the total estimated value of this new twelve (12) month renewal term contract is \$325,000.00. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located out of State. This contract was established by a competitive RFP process that allowed up to ten (10) points for SBE participation. This contract was awarded to a non-SBE vendor utilizing an SBE subcontract.</p>					
<p>B. The County has expended or encumbered \$1,098,275 (\$47,751/month) during the previous twenty-three (23) months of the current twenty-four (24) month term contract. Based upon the prior enrollment number of employees, the salaries of participating employees, and an increase in the County's salaries, the total estimated value of this new twelve (12) month renewal term contract is \$675,000. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located out of State. This contract was established by a competitive RFP process that allowed up to ten (10) points for SBE participation. This contract was awarded to a non-SBE vendor utilizing an SBE subcontract.</p>					
<u>EXHIBIT L</u>					
Avail Technologies, Inc.	New term contract for hardware and software maintenance services for the automatic vehicle location system for the period 10/30/2017 through 10/30/2018 per Master Agreement #SS800121.	\$204,682.00 SBE: \$0	Palm Tran 1340-540-51IT-4674	Scarlett	

The County has expanded or encumbered \$5,011,814 (\$46,839/month) during the previous one hundred and seven (107) month term contract. It is estimated that \$204,682 is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract for hardware and software maintenance services for the automatic vehicle locating system utilized on Palm Tran buses. This term contract is retroactive to October 31, 2017 and has four (4) twelve (12) month renewal options. Awardee is located out of State. This is a sole source provider who is not a certified SBE.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
12/19/2017

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT M					
Unique Management Services	New term contract for debt collection services for the Library Department for the period 01/08/2018 through 01/07/2023 per Master Agreement #SS800123.	\$261,539.00 (Est. Gross Revenue) SBE: \$0	Financial Management & Budget Department 1180-320-3200-3129	Scarlett	

The County has received \$55,636 (\$23,232/month) in gross revenue during the previous eleven (11) months of the current twelve (12) month debt collection contract. Based upon historical collections, it is anticipated that the County will receive \$1,488,602 through the expiration of this new sixty (60) month term contract. Unique Management Services will receive twenty-two and one half percent (22.5%) of the revenue collected as its fee. This term contract has no renewal periods. Awardee is located out of State. This is a sole source provider who is not a certified SBE.

TOTAL AMOUNT OF ALL AWARDS \$ 5,361,841.60