

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: March 13, 2018

Consent **Regular**
 Workshop **Public Hearing**

Department: Facilities Development and Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Contract with Brian's Carpet & Commercial Flooring, Inc., in the amount of \$232,430 for the Governmental Center Complex – Tax Collector's Office – Carpet Replacement Project.

Summary: The work consists of the removal of the existing carpet and vinyl base on the 3rd Floor of the Governmental Center, which is over twenty (20) years old, badly worn, and will begin to present safety/liability issues if not replaced. The new install will consist of 20" x 20" carpet tiles and 4" cove base and includes raising and replacing the existing furniture. This work was competitively bid with Brian's Carpet & Commercial Flooring, Inc. submitting the lowest responsive, responsible bid. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance is 15%. Brian's Carpet & Commercial Flooring, Inc. is a SBE and participation for this work order is 100%. Brian's Carpet & Commercial Flooring, Inc. is a Palm Beach County business. The total construction duration is 90 days. The project is included in the Five Year Capital Improvements Plan (CIP) and is funded from the Public Building Improvement Fund (Ad Valorem). **(Capital Improvements Division) District 7 (LDC)**

Background and Justification: This existing flooring is more than twenty (20) years old and badly worn. Bids for this project were opened on October 19, 2017, and Brian's Carpet & Commercial Flooring, Inc. submitted the only bid. Staff recommends awarding to the single bidder as the bid was below the estimate for the project.

Attachments:

1. Location Map
2. Budget Availability Statement
3. Bid Summary

Contracts are more than 100 pages and may be viewed in minutes.

Recommended by: *[Signature]* *Army Woy* *2/23/18*
Department Director Date

Approved by: *[Signature]* *CBaker* *2/28/18*
County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures	\$255,673	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	\$255,673	_____	_____	_____	_____
# ADDITIONAL FTE	_____	_____	_____	_____	_____
POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes x No _____
 Does this item include use of federal funds? Yes _____ No x

Budget Account No: Fund 3804 Dept 411 Unit B537 Object 4907

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

Funding for this project will be from Ad Valorem.

Construction Costs	\$ 232,430
Contingency	\$ 23,243
Staff Costs	\$ 0
Total	\$ 255,673

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS:

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

Lisa Pms 2/20/18
 OFMB (RP) 2/20
 2/20/18 → 2/10/18

Ann J. Jambro 2/26/18
 Contract Administrator
 2/26/18 AD

B. Legal Sufficiency:

Jill C. Pms 2/27/18
 Assistant County Attorney

C. Other Department Review:

 Department Director

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