



**II. FISCAL IMPACT ANALYSIS**

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

<b>Fiscal Years</b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>
<b>Capital</b>	_____	_____	_____	_____	_____
<b>Expenditures - Operating Costs</b>	_____	_____	_____	_____	_____
<b>External Revenues</b>	_____	_____	_____	_____	_____
<b>Program Income (County)</b>	_____	_____	_____	_____	_____
<b>In-Kind Match (County)</b>	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
<b>Number of additional FTE positions (Cumulative)</b>	_____	_____	_____	_____	_____
<b>Is Item Included In Current Budget?</b>	<b>Yes</b> _____	<b>No</b> _____			
<b>Budget Account Number: Fund</b> _____	<b>Department</b> _____	<b>Unit</b> _____			
	<b>Object</b> _____	<b>Reporting Category</b> _____			

**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:**

_____	_____
<b>OFMB</b>	<b>Contract Dev. and Control</b>

**B. Legal Sufficiency:**

\_\_\_\_\_  
**Assistant County Attorney**

**C. Other Department Review:**

\_\_\_\_\_  
**Department Director**

# ROUTING INFORMATION – Tourist Development Council

## BOARD SERVICES – MINUTES DIVISION

ROUTED TO: Tracy Ramsey

ROUTED FROM: Tim Montiglio, Board Services - Minutes (3-2958)

ITEM DESCRIPTION: Tourist Development Council (TDC) Grant Agreements

MEETING DATE: March 27, 2018

MEETING TYPE: BCC Workshop

**DEADLINE TO COUNTY ADMINISTRATION: Friday, March 23, before 9:00 AM**

TDC Memo dated	Number of Agreements	Reviewed by	Date routed	Date signed
March 15, 2018	1	<i>Tracy Ramsey</i>	03/20/2018	03/21/18
March 16, 2018	1	<i>Tracy Ramsey</i>	03/20/2018	03/21/18

**DO NOT PROCESS**

**TO THE AGENDA**

**COORDINATOR**

**WITHOUT**

**THESE**

**SIGNATURES:**

Tracy Ramsey

*Tracy Ramsey*

TBD

**March 27, 2018**

**REGULAR AGENDA**

**3.A.2. – CONTINUED**

**A)**

One-time purchase from Prosys Information Systems for \$281,933.50 of Netscout nGenius Monitoring System hardware, support and maintenance.

**B)**

New term contract with W.H. Reynolds Distributor, LLC d/b/a TriMark Strategic Equipment; Gulf Ice Systems Inc., for \$893,000 for the purchase and delivery of kitchen equipment and OEM parts from March 27, 2018 through March 26, 2023.

**C)**

New term contract with Mega Nursing Service Inc., d/b/a Mega Medical Supply LLC; Mar-J Medical Supply Inc., for \$200,000 for incontinence supplies, personal hygiene, and nutritional supplements (direct delivery to client homes) from June 1, 2018 through May 31, 2019.

**D)**

Renewal of term contract with Alzheimer's Community Care, Inc.; Faith Lutheran Church of North Palm Beach d/b/a New Day Adult Care Center for \$208,359 for adult day care/in-facility respite from June 7, 2018 through June 6, 2019.

**E)**

Renewal of term contract with Dell Marketing, L.P.; Lenovo (United States) Inc.; Hewlett Packard Enterprise Company for \$6,500,000 for computer equipment, peripherals and related services from April 1, 2018 through March 31, 2019.

**F)**

Renewal of term contract with Hitech Coatings Inc., for \$470,000 for surface coating services from June 7, 2018 through June 6, 2019.

**G)**

Renewal and increase of term contract with B. Ellis Enterprises Inc., for \$264,000 for repair services for irrigation systems from May 1, 2018 through April 30, 2019.

**H)**

Renewal and increase of term contract with Precision Staffing Inc., d/b/a AP Recruiters & Associates; Cochhbha Enterprises Inc., d/b/a CEI Staffing for \$1,330,000 for clerical temporary personnel from April 25, 2018 through April 24, 2019.

**I)**

Retroactive increase of term contract of \$100,000 with Mega Nursing Services Inc., d/b/a Mega Medical Supply; CSI Private Duty Services Inc., d/b/a Friends Assisting Seniors and Families; Southern Home Care Services Inc., d/b/a ResCare HomeCare; Caring For Seniors Inc., d/b/a CSI Caring For Seniors; Dimi Nursing Inc., for a total of \$4,542,617.10 for in-home services (personal care, respite care, homemaker services, companionship, chore, enhanced chore and escort) from December 1, 2016 through February 28, 2018.

**J)**

Extension and increase of term contract of \$136,023 with Gallagher Bassett Services Inc., for a total of \$502,398 for professional claims administration services from October 1, 2016 through September 30, 2018.

**K)**

Tourist Development Council Category "G" grant agreement with Players International Management Inc., for \$15,000 for the Delray Beach International Tennis Federation (ITF) Open.

**L)**

Tourist Development Council Category "G" grant agreement with Palm Beach Soccer Academy of the Palm Beaches Inc., for \$5,000 for the Florida Youth Soccer Association (FYSA) Palm Beach Cup.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**03/27/2018**

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
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<u>EXHIBIT A</u> Prosys Information Systems	One-time purchase of Netscout nGenius Monitoring System hardware, support and maintenance per Purchase Order #HS022818*12.	\$281,933.50 SBE: \$0	Information Systems Services 3901-491-1369-5121	Scarlett	
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ISS requests a one-time purchase of Netscout nGenius Monitoring System hardware, support and maintenance in order to upgrade the existing software to provide for a more comprehensive visibility into network transactions. Awardee is located outside Palm Beach County in the city of Miami, Florida. No SBE vendor submitted a bid on this project.

<u>EXHIBIT B</u> W.H. Reynolds Distributor, LLC d/b/a TriMark Strategic Equipment; Gulf Ice Systems, Inc.	New term contract for the purchase and delivery of kitchen equipment and OEM parts for the period 03/27/2018 through 03/26/2023 per Master Agreement #18042.	\$893,000.00 SBE: \$0	Facilities Development & Operations Department 0001-410-5220-4610 0001-410-5240-4610 0001-410-5250-4610 0001-410-5260-4610 0001-410-5270-4610 0001-410-5290-4610	Scarlett	
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Facilities Development & Operations Department is requesting a new sixty (60) month term contract for the purchase and delivery of kitchen equipment and OEM parts. \$893,000 is needed to meet the County's requirements through the expiration of this new sixty (60) month term contract. This term contact has no renewal options. Awardees are located outside Palm Beach County in the cities of Tampa and Pensacola, 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**  
**03/27/2018**

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b><u>EXHIBIT C</u></b>					
Mega Nursing Service, Inc. d/b/a Mega Medical Supply LLC; Mar-J Medical Supply, Inc.	New term contract for incontinence supplies, personal hygiene, and nutritional supplements (direct delivery to client homes) for the period 06/01/2018 through 05/31/2019 per Master Agreement #18007R.	\$200,000.00 SBE: \$0	Community Services/DOSS 1006-144-1443-3401 1006-144-1461-3401 1006-144-1472-3401 1006-144-1481-3401	Scarlett	

The County has expended or encumbered \$258,534 (\$17,236/month) during the previous fifteen (15) months of the current eighteen (18) month term contract. \$200,000 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. Awardees are located in Palm Beach County. No SBE vendor submitted a bid on this project.

<b><u>EXHIBIT D</u></b>					
Alzheimer's Community Care, Inc.; Faith Lutheran Church of North Palm Beach d/b/a New Day Adult Care Center	Renewal of term contract for adult day care/in-facility respite for the period 06/07/2018 through 06/06/2019 per Master Agreement #16028B.	\$208,359.00 SBE: \$0	Community Services 1006-144-1443-3401 1006-144-1457-3401 1006-144-1461-3401 1006-144-1472-3401	Scarlett	

The County has expended or encumbered \$88,313 (\$9,547/month) during the previous nine and one quarter (9.25) months of the current twelve (12) month term contract. \$208,359, 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 renewal term contract. This term contract has two (2) twelve (12) month renewal options remaining. Awardees are located in Palm Beach County. 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**  
**03/27/2018**

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT E</u> Dell Marketing, L.P.; Lenovo (United States), Inc.; Hewlett Packard Enterprise Company	Renewal of term contract for computer equipment, peripherals and related services for the period 04/01/2018 through 03/31/2019 per Master Agreement #950601A.	\$6,500,000.00 SBE: \$0	Countywide	Scarlett	

The County has expended or encumbered \$4,302,762 (\$382,468/month) during the previous eleven and one quarter (11.25) months of the current eleven and three quarter (11.75) month term contract. \$6,500,000, 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 renewal term contract. Approval is also requested to add additional vendors previously approved on the Western States Contracting Alliance (WSCA)-NASPO 2015-2020 contract. This purchase is off the WSCA-NASPO and has one (1) twelve (12) month renewal option remaining. Awardees are located out of State. There is no SBE currently certified for this commodity or service.



**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**03/27/2018**

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT F</u>	Hitech Coatings, Inc. Renewal of term contract for surface coating services for the period 06/07/2018 through 06/06/2019 per Master Agreement #16033B.	\$470,000.00 SBE: \$0	Water Utilities Department 4001-720-2531-4620 4001-720-2534-4620 4001-720-2535-4620 4001-720-2582-4620 4001-720-2581-4620 4001-720-2583-4620 4001-720-2584-4620 4001-720-1GUA-4620 4001-720-4GUA-4620 4001-720-5GUA-4620 4001-720-3GUA-4620 4001-720-2532-4620 4001-720-2533-4620 4001-720-2537-4620	Scarlett	

The County has expended or encumbered \$102,011 (\$11,335/month) during the previous nine (9) months of the current twelve (12) month term contract. \$470,000, which is the previous authorized amount of the contract, is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has two (2) twelve (12) month renewal options remaining. Awardees are located in Palm Beach County. 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**  
**03/27/2018**

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b>EXHIBIT G</b>					
B. Ellis Enterprises, Inc.	Renewal and increase of term contract for repair services for irrigation systems for the period 05/01/2018 through 04/30/2019 per Master Agreement #17043A.	\$264,000.00 100%	Countywide	Scarlett	

The County has expended or encumbered \$179,945 (\$17,556/month) during the previous ten and one quarter (10.25) months of the current twelve (12) month term contract. An increase of \$4,424 over the previous authorized amount of \$259,576, is required for maintenance and unanticipated repairs. \$264,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has three (3) twelve (12) month renewal options remaining. Awardee is located in Palm Beach County.

<b>EXHIBIT H</b>					
Precision Staffing, Inc. d/b/a AP Recruiters & Associates; Cochhbha Enterprises, Inc. d/b/a CEI Staffing	Renewal and increase of term contract for clerical temporary personnel for the period 04/25/2018 through 04/24/2019 per Master Agreement #17014A.	\$1,330,000.00 SBE: \$0	Countywide	Scarlett	

The County has expended or encumbered \$856,042 (\$81,528/month) during the previous ten and one half (10.5) months of the current twelve (12) month term contract. An increase of \$314,000 over the previous authorized amount of \$1,016,000, is required due to shortage of staff, employment vacancies, additional staffing to assist with the high demand for grant program services, and for continued services. \$1,330,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has three (3) twelve (12) month renewal options remaining. One (1) Awardee is located in Palm Beach County and one (1) Awardee is located outside Palm Beach County in the city of Sunrise, Florida. The original bid was established by a competitive selection process. No responsive SBE vendor bid within 10% of the low bidder.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**03/27/2018**

Contractor(s)	Project	Contract Amount SBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT I</u> Mega Nursing Services, Inc. d/b/a Mega Medical Supply; CSI Private Duty Services, Inc. d/b/a Friends Assisting Seniors and Families; Southern Home Care Services, Inc. d/b/a ResCare HomeCare; Caring For Seniors, Inc. d/b/a CSI Caring For Seniors; Dimi Nursing, Inc.	Retroactive increase of term contract for in-home services (personal care, respite care, homemaker services, companionship, chore, enhanced chore and escort) for the period 12/01/2016 through 02/28/2018 per Master Agreement #12087C.	Increased Amount: \$ 100,000.00 Total with increase: \$4,542,617.10 SBE: \$0	Community Services Department 1006-144-1441-3401 1006-144-1457-3401	Scarlett	

The County has expended or encumbered \$4,149,366 (\$276,624/month) during the previous fifteen (15) months of the term contract. Due to additional grant funding resulting in an increase in client enrollment, an increase of \$100,000 over the previous authorized amount of \$4,442,617.10, inclusive of the Purchasing Director's ten percent (10%) authority, is required in order to provide payment for invoices received after the expiration date of the contract. This term contract is retroactive to February 28, 2018. The original amount of the contract was \$4,890,400 for a period of twenty-four (24) months. Awardees are located in Palm Beach County. No SBE vendor submitted a bid on this project.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
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**03/27/2018**

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<b>EXHIBIT J</b>					
Gallagher Bassett Services, Inc.	Extension and increase of term contract for professional claims administration services for the period 10/01/2016 through 09/30/2018 per Master Agreement #12060D.	Increased Amount: \$136,023.00 Total with increase: \$502,398.00 SBE: \$0	Risk Management Department 5010-700-7130-3401	Scarlett	

The County has expended or encumbered \$211,951 (\$12,468/month) during the previous seventeen (17) months of the current eighteen (18) month term contract. A six (6) month extension to the current contract is necessary to provide sufficient time to prepare, evaluate and award a new RFP and to avoid a lapse in service. In addition, an increase of \$136,023 over the previously authorized amount of \$366,375 is required during the contract extension. The extension fee is a negotiated flat fee based on the number of anticipated claims. This term contract has no renewal options. Awardee is located outside palm Beach County in the city of Miramar, Florida. The original contract was established by a competitive RFP process that allowed up to ten (10) points for SBE participation. No certified SBE participation was offered by the recommended awardee.

**TOTAL AMOUNT OF ALL AWARDS      \$10,383,315.50**



**INTEROFFICE MEMORANDUM**

**DATE:** March 16, 2018  
**TO:** Janel Larvin  
Minutes  
**FROM:** Carol Meneely  
TDC  
**RE:** CATEGORY "G" GRANT AGREEMENT

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

- Palm Beach Soccer Academy of the Palm Beaches, Inc., for the Florida Youth Soccer Association (FYSA) Palm Beach Cup \$5,000

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/grantagr2018/minutes.sports.PBSoccerAcademy(FYSA)

**Tourist Development Council of Palm Beach County**

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TEL: (561) 233-3130 • FAX: (561) 233-3113 • [www.pbcgov.com/touristdevelopment](http://www.pbcgov.com/touristdevelopment)



**DISCOVER  
THE PALM BEACHES  
FLORIDA**  
Tourist Development Council  
**INTEROFFICE MEMORANDUM**

**DATE:** March 15, 2018  
**TO:** Janel Larvin  
Minutes  
**FROM:** Carol Meneely  
TDC   
**RE:** CATEGORY "G" GRANT AGREEMENT

---

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

- Players International Management, Inc., for the Delray Beach International Tennis Federation (ITF) Open \$15,000

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/grantagr2018/minutes.sports.ITFDelrayBeachOpen

**Tourist Development Council of Palm Beach County**  
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