

### AGENDA ITEM 3.A.2.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## AGENDA ITEM SUMMARY

**Meeting Date: October 23, 2018**      ☐ **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 **\$27,113,747.00**

### 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	\$ 27,113,747.00
2)	TDC Contracts	\$ 0.00
3)	Risk Management	<u>\$ 0.00</u>
	<b>TOTAL</b>	<b>\$ 27,113,747.00</b>

Recommended by: Stephen I. Weiss, Director - Finance Services Date 10-22-18

Approved by: N/A  
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

Fiscal Years	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</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

ROUTING INFORMATION – Tourist Development Council

BOARD SERVICES – MINUTES DIVISION

ROUTED TO: Susan C. Brown or Tracy Ramsey

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

ITEM DESCRIPTION: Tourist Development Council (TDC) Grant Agreements

MEETING DATE: October 23, 2018 MEETING TYPE: BCC Workshop

DEADLINE TO COUNTY ADMINISTRATION: Friday, October 19, before 9:00 AM

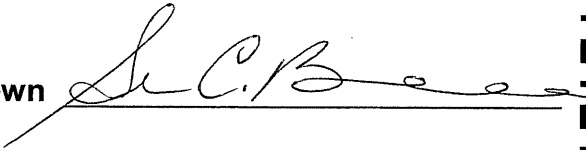
TDC Memo Dated	Number of Agreements	Date Routed	Reviewed By	Date Signed
Oct. 11, 2018	1	Oct. 16, 2018	Susan C. Brown	

DO NOT PROCESS  
TO THE AGENDA  
COORDINATOR  
WITHOUT A  
SIGNATURE:

Susan C. Brown

or

Tracy Ramsey



**October 23, 2018**

**REGULAR AGENDA**

**3.A.2. – CONTINUED**

**A)**

Renewal of term contract with Tropic Fence Inc. for \$423,500 to furnish and install post and rail fencing from November 29, 2018 through November 28, 2019.

**B)**

New term contract with Odums Sod Inc. for \$970,000 for the pickup, delivery, installation and/or replacement of sod from October 24, 2018 through October 23, 2019.

**C)**

New term contract with Allied Controls Inc.; The Ware Group LLC d/b/a Johnstone Supply for \$1,185,000 for the purchase of HVAC equipment, parts and supplies, OEM from December 18, 2018 through December 17, 2023.

**D)**

Renewal of term contract with Core & Main LP for \$22,815,247 for Sensus cold water meter products, parts and calibration from December 3, 2018 through December 2, 2019.

**E)**

Renewal of term contract with Life Insurance Company of North America, a CIGNA Company for Short Term Disability Insurance (STD) and for \$220,000 for Long Term Disability Insurance (LTD) from January 1, 2019 through December 31, 2019.

**F)**

Renewal of term contract with Campbell-Hill Aviation Group LLC for \$300,000 for air service development consulting services from February 1, 2019 through January 31, 2021.

**G)**

Renewal of term contract with Solstice Benefits Inc. for multiple option dental program from January 1, 2019 through December 31, 2019.

**H)**

New term contract with Minnesota Life Insurance Co. for \$1,200,000 for Term Life and Accidental Death and Dismemberment Insurance from January 1, 2019 through December 31, 2023.

**I)**

The Cultural Council of Palm Beach County and Push Inc. (R2016-0012) by mutual agreement exercise the final 2-year renewal with an annual scope of work that is designed to achieve the marketing goals for each fiscal year, but does not change the compensation from the original terms. Therefore, Push Inc. and the Cultural Council of Palm Beach County confirm and agree that the term of the Agreement is extended beginning October 1, 2018 until and including September 30, 2020.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**10/23/2018**

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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**EXHIBIT A**

Tropic Fence, Inc.	Renewal of term contract to furnish and install post and rail fencing for the period 11/29/2018 through 11/28/2019 per Master Agreement #17003B.	\$423,500.00 SBE: \$0	Countywide	Scarlett	
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The County has expended or encumbered \$25,693 (\$2,569/month) during the previous ten (10) months of the current twelve (12) month term contract. \$423,500 is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. A decrease in the need for the installation of post and rail fencing has caused the decreased amount for this new renewal term contract. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located outside Palm Beach County in the City of Pompano Beach, Florida. The original bid was established by a competitive selection process. No responsive SBE vendor bid within 10% of the low bidder.

**EXHIBIT B**

Odums Sod, Inc.	New term contract for the pickup, delivery, installation and/or replacement of sod for the period 10/24/2018 through 10/23/2019 per Master Agreement #18094.	\$970,000.00 SBE: \$0	Countywide	Scarlett	
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The County has expended or encumbered \$126,913 (\$23,075/month) during the previous five and one half (5.5) month term contract. Due to an increase in sod prices, growth of WUD commercial and residential service areas requiring sod restoration, heavy rainfall requiring sod to maintain erosion control, and various Countywide sod restoration projects, \$970,000 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 in Palm Beach County. No responsive SBE vendor bid within 10% of the low bidder.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
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<b><u>EXHIBIT C</u></b>					
Allied Controls, Inc.; The Ware Group LLC d/b/a Johnstone Supply	New term contract for the purchase of HVAC equipment, parts and supplies, OEM for the period 12/18/2018 through 12/17/2023 per Master Agreement #18091.	\$1,185,000.00 SBE: Amount dependent upon usage	Countywide	Scarlett	
<p>The County has expended or encumbered \$882,619 (\$14,589/month) during the previous sixty and one half (60.5) months of the current sixty-three (63) month term contract. Due to replacement and unanticipated repairs to aging equipment located at various County facilities, \$1,185,000 is required for this new sixty (60) month term contract. This term contract has no renewal options. Awardees are located in Palm Beach County.</p>					
<b><u>EXHIBIT D</u></b>					
Core & Main, LP	Renewal of term contract for Sensus cold water meter products, parts and calibration for the period 12/03/2018 through 12/02/2019 per Master Agreement #SS150886A.	\$22,815,247.00 SBE: \$0	Water Utilities Department 4001-720-3333-4615 4001-720-2310-4615 4001-720-2324-4615	Scarlett	

The County has expended or encumbered \$3,171,973 (\$317,197/month) during the previous ten (10) months of the current twelve (12) month term contract. In order to meet DEP Regulations, it is essential to purchase new meters, including installation and software configuration of 105,180 I-Perl Meter (\$4,338,675); 101,197 5/8" I-Perl meters (\$8,196,957); 3,983 1" I-Pearl meters (\$497,875); 31,554 single ports (\$2,713,644); and 73,626 dual ports (\$7,068,096), for the existing AMI System to ensure the County's compliance with the DEP cross-connection mandate, which is effective May 2019. \$22,815,247 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. This is a sole source provider who is not a certified SBE.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
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<b>EXHIBIT E</b>					
Life Insurance Company of North America, a CIGNA Company					
	A. Renewal of term contract for Short Term Disability Insurance (STD) for the period 01/01/2019 through 12/31/2019 per Master Agreement #15065B.	Employee Paid: \$350,000.00 (Est.) SBE: Amount dependent upon usage	Risk Management 7001-L29-2290-0124 (Voluntary) Employee Paid 7001-2295-0124 (Palm Tran)	Scarlett	
	B. Renewal of term contract for Long Term Disability Insurance (LTD) for the period 01/01/2019 through 12/31/2019 per Master Agreement #15065B.	Employee Paid: \$430,000.00 (Est.) County Paid: \$220,000.00 (Est.) Total Amount: \$650,000.00 (Est.)  SBE: Amount dependent upon usage	Risk Management 7001-L29-2290-0330 (Basic) County Paid  7001-L29-2290-0335 (Buy- Up) County & Employee Paid  7001-L29-2290-0123 (Voluntary) Employee paid  7001-2295-0123 (Palm Tran)		
	(See Next Page for Summary)				

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
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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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A. During the previous nine (9) months of the current twelve (12) month term contract, employees have paid \$258,003 (\$28,667/month) in fees for short-term disability insurance. 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 \$350,000. This term contract has one (1) twelve (12) month renewal option 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.

B. The County has expended or encumbered \$421,553 (\$46,837/month) during the previous nine (9) months of the current twelve (12) 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 \$650,000. This term contract has one (1) twelve (12) month renewal option 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.

**EXHIBIT F**

Campbell-Hill Aviation Group, LLC	Renewal of term contract for air service development consulting services for the period 02/01/2019 through 01/31/2021 per Master Agreement #16004A.	\$300,000.00 SBE: Amount dependent upon usage	Department of Airports 4100-120-1110-3101	Scarlett
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The County has expended or encumbered \$581,850 (\$18,183/month) during the previous thirty-two (32) months of the current thirty-six (36) month term contract. Based upon prior expenditures for consulting services, \$300,000 is needed to meet the County's requirements through the expiration of this new twenty-four (24) month renewal term contract. The contract is funded by airport generated revenues; therefore, no ad valorem dollars will be used. This term contract has no renewal options remaining. Awardee is located out of State. The original contract was established by a competitive RFP process that allowed up to ten (10) points for SBE participation. Awarded to non SBE vendor utilizing an SBE subcontractor.

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<b>EXHIBIT G</b>					
Solstice Benefits, Inc.	Renewal of term contract for multiple option dental program for the period 01/01/2019 through 12/31/2019 per Master Agreement #15067A.	Employee Paid: \$1,300,000.00 (Est.) SBE: \$0	Risk Management Department 7001-2290-7139  Palm Tran 7001-2295- ASSB	Scarlett	

During the previous thirty-three (33) months of the current thirty-six (36) month term contract employees have paid \$3,445,647 (\$104,414/month) in fees for multiple option dental plans for the employees of Palm Beach County, Palm Tran, Inc., and the Supervisor of Elections. Based upon the prior enrollment number of employees electing to purchase plans and an increase in the labor force, the total estimated value of this new twelve (12) month renewal term contract is \$1,300,000. This term contract has one (1) twelve (12) month renewal option remaining. Awardee is located outside Palm Beach County in the City of Plantation, FL. 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.

<b>EXHIBIT H</b>					
Minnesota Life Insurance Co.	New term contract for Term Life and Accidental Death and Dismemberment Insurance for the period 01/01/2019 through 12/31/2023 per Master Agreement #18070.	Employee Paid: \$4,000,000.00 (Est.) County Paid: \$1,200,000.00 (Est.) Total Amount: \$5,200,000.00 (Est.) SBE: \$0	Risk Management 7001-2290-7038  Palm Tran 7001-2295-LIFE	Scarlett	

The County has encumbered \$1,113,580 (\$19,367/month) during the previous fifty-seven and one half (57.5) months of the current sixty (60) month term contract. This is a new sixty (60) month term contract for Term Life and Accidental Death and Dismemberment Insurance for the employees of Palm Beach County, Palm Tran and the Supervisor of Elections. The estimated total cost of this contract is \$5,200,000, which is based on the estimated number of employees electing to purchase the plan at the guaranteed monthly rates. Of the estimated cost, the BCC cost is \$1,200,000 and the employee cost is \$4,000,000. The true number of plan participants will not be known until the completion of the annual open enrollment period for the employee group insurance benefits. This contract has no renewal options. Awardee is located out of State. This contract was established by a competitive RFP process that allowed up to (10) points for SBE participation. No certified SBE participation was offered by the recommended awardee.

**TOTAL AMOUNT OF ALL AWARDS      \$ 27,113,747.00**



## **INTEROFFICE MEMORANDUM**

**DATE:** October 11, 2018

**TO:** Janel Larvin  
Minutes

**FROM:** Carol Meneely  
TDC

**RE:** Second of 2 (two) two-year renewals for the Cultural Council of Palm Beach County and Push, Inc., (R2016-0012)

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I have attached three (3) originals of a subcontract renewal for the Cultural Council of Palm Beach County and Push, Inc., (R2016-0012).

- The Cultural Council of Palm Beach County and Push, Inc., (R2016-0012) by mutual agreement exercise the final 2-year renewal with an annual scope of work that is designed to achieve the marketing goals for each fiscal year, but does not change the compensation from the original terms. Therefore, Push, Inc. and the Cultural Council of Palm Beach County confirm and agree that the term of the Agreement is extended beginning October 1, 2018, until and including September 30, 2020.

Will you please add this to the next "contract list" for BCC approval? Following approval, I am requesting 2 original copies be returned to this office. If you have any questions, please call me at 233-3133.

### Enclosures

cc: Jackie Chesney, TDC  
Glenn Jergensen, TDC  
Jennifer Sullivan, Cultural Council

Tdc/subcontracts2018/CulturalCouncil.Push

### **Tourist Development Council of Palm Beach County**

2195 Southern Boulevard, Suite 500 • West Palm Beach, FL 33406  
TEL: (561) 233-3130 • FAX: (561) 233-3113 • [www.pbcgov.com/touristdevelopment](http://www.pbcgov.com/touristdevelopment)