

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: October 22, 2019 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: annual contract with the following contractor for electrical services on an as-needed basis through November 17, 2019:

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
Protect Video, Inc.	Local	SBE

Summary: On November 18, 2014, the Board approved the annual electrical contract. The work consists of electrical system and component installations, upgrades, replacements, modifications and repair. This contractor now join the list of seven (7) already prequalified contractors for a total of eight (8) with a contract expiration date of November 17, 2019. Firms may become pre-qualified and join the bidding pool at any time during the term. These are indefinite-quantity contracts with a cumulative maximum value of \$1,000,000 across all pre-qualified contractors. Work is to be awarded as work orders on a lump-sum, competitively bid basis. Contractors are allowed to qualify at any time and be added to this annual contract. Projects \$75,000 and over are advertised on the vendor self-service (VSS) website while projects \$200,000 and over are also advertised in the newspaper. Projects under \$75,000 are bid among the pool of pre-qualified contractors (currently five (5) have pre-qualified) and for projects over \$75,000, the bidding pool is expanded to include any additional bidders responding to the specific project advertisement that submit a qualification application at least 10 days before the bid due date. Since the beginning of these annual contracts, the County awarded \$892,577 in work orders. These annual contracts were presented to the Goal Setting Committee on January 2, 2019 and the Committee established an Affirmative Procurement Initiative (API) of Small Business Enterprise (SBE) Price Preference. SBE actual participation will be identified on each work order, and will be tracked cumulatively for each work order issued. Current cumulative SBE participation for all work orders to-date is 67.43% **(Capital Improvements) Countywide (LDC)**

Background & Justification: Seven (7) contractors are currently pre-qualified to provide electrical refurbishment, renewal or replacement services associated with repairs, improvements and renovations to County properties and to date the County has awarded \$892,577 in work orders. This contractor has met the established criteria and now join the list of seven (7) contractors already pre-qualified for the contract.

Attachments:

1. Contract with Protect Video, Inc.
2. Annual Contract – Electrical 2018: Control Sheet

Recommended By: 
Department Director Date

Approved By: 
County Administrator Date 10/15/19

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

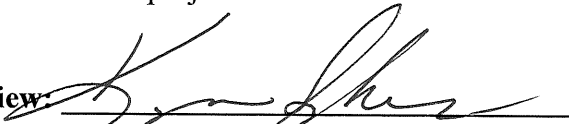
Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	*	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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

Budget Account No: Fund ____ Dept ____ Unit ____ Object ____ Program _____


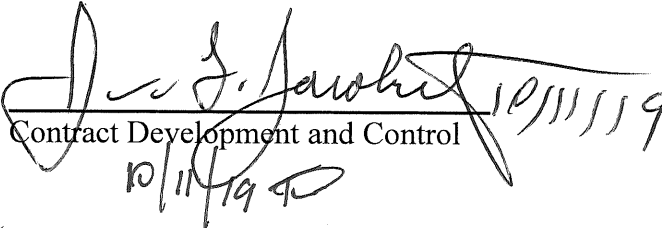
B. Recommended Sources of Funds/Summary of Fiscal Impact:

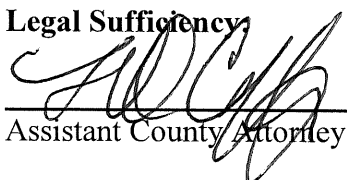
* Potential maximum fiscal impact is \$1,000,000. Work Orders requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 OFMB Director	10/8/19 LIT/10/13	 Contract Development and Control	10/11/19 10/11/19
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B. Legal Sufficiency:

 Assistant County Attorney 10/15/19

C. Other Department Review:

 Department Director