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

Agenda Item #: 3H-2

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	**November 19, 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 Low Voltage services on an as-needed basis through September 12, 2021:

Contractor	Status	SBE or Non-SBE
Pro Sound, Inc.	Non-Local	Non-SBE

Summary: On September 13, 2016, the Board initially approved the annual Low Voltage contract. The work consists of low voltage services related to refurbishment, renewal, renovations and equipment replacement of fire alarms, intrusion alarms, access control, and closed circuit television (CCTV) to County properties. This contractor now joins the list of eighteen (18) already prequalified contractors for a total of nineteen (19) with a contract expiration date of September 12, 2021. These are indefinite-quantity contracts with a maximum cumulative value of $2,600,000 across all pre-qualified contractors. Work is to be awarded as work orders on a lump-sum, competitively bid basis. Projects $100,000 and over are advertised on vendor self-service (VSS) while projects $200,000 and over are also advertised in the newspaper. Projects under $100,000 are bid among the pool of pre-qualified contractors (currently eighteen (18) have pre-qualified) and for projects over $100,000, 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. This annual contract was presented to the Goal Setting Committee on January 2, 2019 and a small business enterprise (SBE) price preference affirmative procurement initiative (API) was applied to all bids. S/M/WBE actual participation will be identified on each work order, and will be tracked cumulatively over all work orders issued. Current cumulative S/M/WBE participation for all work orders to-date under the Low Voltage Annual is 47.86%. **(Capital Improvements) Countywide (LDC)**

Background and Justification: Eighteen (18) contractors are currently pre-qualified to provide low voltage services associated with repairs, improvements and renovations to County properties and to date the County has awarded $1,283,284.82 in work orders. This contractor has met the established criteria and now joins the list of eighteen (18) contractors already pre-qualified for the contract.

Attachments:
1. Contract with Pro Sound, Inc.
2. Annual Contract – Low Voltage 2018: Control Sheet

Recommended By:	Anthony Wong **Department Director**	10/25/19 **Date**
Approved By:	**County Administrator**	11/6/19 **Date**

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 x No ____
Does this items include use of federal funds? Yes ____ No x

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

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

* There is no fiscal impact associated with this item. 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:

10/29/19
OFMB 10/28 LTT 10/28

Contract Development and Control
11-1-19 TW

B. Legal Sufficiency:

10/1/19
Assistant County Attorney

C. Other Department Review:

_____
Department Director