

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

Meeting Date: January 7, 2020 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: annual contracts with the following contractors for Heating, Ventilation and Air Conditioning (HVAC) services on an as-needed basis through January 6, 2025.


<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
A) Cedars Electro-Mechanical, Inc.	Local	SBE
B) Farmer & Irwin Corp.	Local	Non-SBE
C) Florida Mechanical LLC	Local	Non-SBE
D) Precision Air System, Inc.	Local	Non-SBE
E) Thermo Air, Inc.	Non- Local	Non-SBE


Summary: The purpose of this annual contract is to pre-qualify contractors to provide HVAC services. The work consists of HVAC services related to system and component installations, upgrades, replacements, modifications and repairs. The specific requirements of the work shall be determined by individual work orders issued against this annual contract. These are five (5) year indefinite-quantity contracts with a maximum cumulative value of \$5,000,000. Work is to be awarded as work orders on a lump-sum, competitively bid basis across all prequalified contractors. Contractors are allowed to qualify at any time and be added to this annual contract. Projects \$100,000 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 \$100,000 are bid among the pool of pre-qualified contractors (currently five (5) 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 ten (10) days before the bid due date. The annual HVAC contract was presented to the Goal Setting Committee on August 21, 2019 and the committee established Affirmative Procurement Initiative (API) of sheltered market for projects under \$100,000 when at least four (4) Small Business Enterprises (SBE) are qualified under the annual contract or, for projects over \$100,000, an SBE price preference where an SBE contractor will be given a price preference if their bid is within 10% of the lowest non-small business bid. S/M/WBE actual participation will be identified on each work order and will be tracked cumulatively for each work order issued. **(Capital Improvements) Countywide (LDC)**

Background and Justification: The pre-qualification for this contract was advertised on September 29, 2019 and five (5) contractors met the established criteria. Work is to be awarded as work orders on a lump-sum, competitively bid basis among the pool of pre-qualified HVAC contractors for projects under \$100,000. Additionally, projects \$100,000 and over are advertised on VSS, and projects \$200,000 and over are also advertised in the newspaper. Contractors may become pre-qualified and added to the HVAC contract at any time throughout the duration of the annual contract. The cumulative value of HVAC services authorized under the previous annual contract over the past five (5) years was \$6,966,431.05.

Attachments:

- | | |
|--|---|
| 1. Contract for Cedars Electro-Mechanical Inc. | 4. Contract for Precision Air System, Inc. |
| 2. Contract for Farmer & Irwin Corp. | 5. Contract for Thermo Air, Inc. |
| 3. Contract for Florida Mechanical LLC | 6. Annual Contract- HVAC 2018 : Control Sheet |

Recommended By:  Amy Wolf 12/4/19
Department Director Date

Approved By:  County Administrator 12/10/19
County Administrator Date

This agenda item is more than 100 pages and may be viewed in Minutes.

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

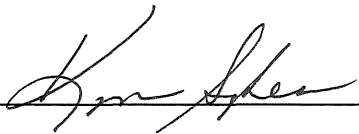
Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	* _____	_____	_____	_____	_____
# ADDITIONAL FTE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

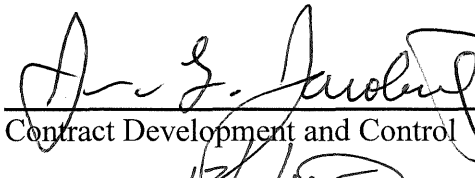
* There is no fiscal impact associated with this item. Work Orders requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.

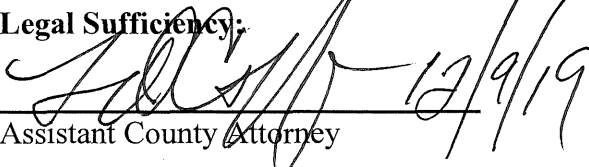
C. Departmental Fiscal Review:  _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 12/6/19
OFMB _{12/5} _{12/5}

 12/9/19
Contract Development and Control _{12/6/19 TW}

B. Legal Sufficiency:
 12/9/19
Assistant County Attorney

C. Other Department Review:

Department Director