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Agenda Item #: 3H-4

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	**February 11 2020**	**[X] Consent**	**[ ] Regular**
		[ ] Ordinance	**[ ] Public Hearing**

Department: **Facilities Development & Operations**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: an annual contract with the following contractor for demolition services on an as-needed basis through April 9, 2023.

Contractor	Status	SBE or Non-SBE
Andrea Construction, Inc.	Local	SBE

Summary: On December 15, 2018, the Board approved the annual demolition contract. The work consists of demolition services on an as needed basis. The contractor now joins the list of ten (10) already prequalified contractors for a total of eleven (11) with a contract expiration date of April 9, 2023. The specific requirements of the work shall be determined by individual work orders issued against this annual contract. These contracts are five (5) year indefinite-quantity contracts with a maximum cumulative value of $500,000 across all prequalified contractors. 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 eleven (11) 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. The demolition annual contract was presented to the Goal Setting Committee on January 2, 2019 and the committee established Affirmative Procurement Initiatives (API) of sheltered market for projects under $100,000 (when at least 4 SBE are qualified under the annual contract) or a Small Business Enterprise (SBE) contractor will be given a price preference if their bid is within 10% of the lowest non-small business bid. Actual Small/Minority/Women Owned Business Enterprise (S/M/WBE) participation will be identified on each work order, and will be tracked cumulatively for each work order issued. Current cumulative S/M/WBE participation for all work orders to-date under the Demolition Annual is 91.54%. **(Capital Improvements) Countywide (LDC)**

Background and Justification: The pre-qualification for this contract was advertised on November 26, 2017. The contractor has met the established criteria and now joins the list of ten (10) contractors already pre-qualified for the contract. For projects under $100,000, work is awarded as work orders on a lump-sum, competitively bid basis among the pool of pre-qualified demolition contractors. 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 demolition contract at any time throughout the duration of the annual contract.

Attachments:
1. Andrea Construction, Inc. – Contract
2. Annual Contract- Demolition 2018 : Control Sheet

Recommended By: Tammy Wolf — 1/17/2020
Department Director — **Date**

Approved By: — 2-5-2020
County Administrator — **Date**

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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:

1/22/2020
OFMB KP 1/21 LH 1/21

1/24/2020
Contract Development and Control 1/23/2020 TW

B. Legal Sufficiency:

1/27/2020
Assistant County Attorney

C. Other Department Review:

_____
Department Director