

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: March 10, 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 Low Voltage services on an as-needed basis through September 12, 2021.

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
One Call Florida, Inc.	Local	SBE

**Summary:** On September 13, 2016, the Board approved the annual Low Voltage contract. The work consists of low voltage construction services associated with repairs, improvements and renovations to county properties on an as needed basis. The contractor now joins the list of twenty-one (21) already prequalified contractors for a total of twenty-two (22) with a contract expiration date of September 12, 2021. The specific requirements of the work shall be determined by individual work orders issued against this annual contract. This is a five (5) year indefinite-quantity contract with a maximum cumulative value of \$5,000,000 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 twenty-two (22) 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 Low Voltage annual contract was presented to the Goal Setting Committee on January 2, 2019 and the committee established an Affirmative Procurement Initiative (API) of price preference for Small Business Enterprise (SBE) contractors 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 Low Voltage Annual is 51.62%. **(Capital Improvements) Countywide (LDC)**

**Background and Justification:** The pre-qualification for this contract was advertised on January 24, 2016. The contractor has met the established criteria and now joins the list of twenty-one (21) contractors already pre-qualified for the contract. Work is awarded as work orders on a lump-sum, competitively bid basis among the pool of pre-qualified Low Voltage 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 Low Voltage contract at any time throughout the duration of the annual contract.

**Attachments:**

1. One Call Florida, Inc. -Contract
2. Annual Contract- Low Voltage 2015 : Control Sheet

Recommended By: 	 Department Director	2/4/2020 Date
Approved By: _____	 County Administrator	2/18/2020 Date

