

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

Meeting Date: June 2, 2020

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 fire alarm repair and replacement services on an as-needed basis through June 2, 2025.

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
A) 1st Fire & Security, Inc.	Local	S/WBE
B) Fire and Security Solutions Inc.	Local	Non-SBE

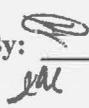
Summary: The purpose of this annual contract is to pre-qualify contractors to provide fire alarm repair and replacement services. The work consists of repairs, modifications and replacement of existing fire alarm systems as per the Electronic Services and Security (ESS) fire detection and alarm guidelines, specification section 283100 for county buildings throughout Palm Beach County. The contractor along with ESS staff will customize and review the designs for each individual site based on ESS specifications. 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 \$1,000,000. 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 two (2) 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 November 20, 2019 and the Committee established Affirmative Procurement Initiatives (API) of sheltered market for projects under \$100,000 (when at least three (3) Small Business Enterprise (SBE) contractors are qualified under the annual contract) or a 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. **(Capital Improvements) Countywide (LDC)**

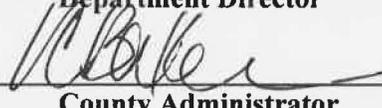
Background and Justification:

The pre-qualification for this contract was advertised on December 8, 2019 and two (2) contractors met the established criteria. Work is awarded as work orders on a lump-sum, competitively bid basis among the pool of pre-qualified fire alarm 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 fire alarm contract at any time throughout the duration of the annual contract.

Attachments:

- 1st Fire & Security, Inc. Contract
- Fire and Security Solutions Inc. Contract

Recommended By:  Army Wolf 5/5/2020
Department Director Date

Approved By:  Baker 5/13/2020
County Administrator 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	<u>_____*</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
# 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 _____

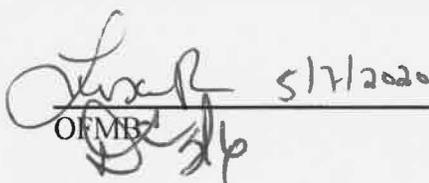
B. Recommended Sources of Funds/Summary of Fiscal Impact:

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

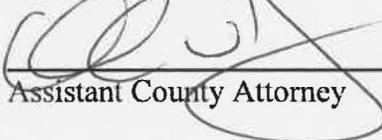
C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 OFMB 5/12/2020 LM 5/17	 Contract Development and Control 5/8/2020 TW
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B. Legal Sufficiency


 Assistant County Attorney 5/13/2020

C. Other Department Review:

 Department Director