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Agenda Item #:

3H-6

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: July 14, 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 Electrical services on an as-needed basis through November 18, 2024.

<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
Imperial Electrical Incorporated	Non-Local	Non-SBE

Summary: On November 19, 2019, the Board approved the annual Electrical contract. The work consists of electrical services associated with repairs, improvements and renovations to County properties. The contractor now joins the list of eight (8) already prequalified contractors for a total of nine (9) with a contract expiration date of November 18, 2024. 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 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 nine (9) 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 Electrical annual contract was last presented to the Goal Setting Committee on March 4, 2020 and the committee established Affirmative Procurement Initiatives (API) of sheltered market for projects under \$100,000 (when three (3) or more small businesses are qualified under the annual contract) or a Small Business Enterprise (SBE) contractor will be given a price preference if its bid is within 10% of the lowest non-small business bid. The Small/Minority/Women Owned Business Enterprise (S/M/WBE) actual 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 Electrical Annual is 82.59%. **(Capital Improvements) Countywide (LDC)**

Background and Justification: The pre-qualification for this contract was advertised on June 21, 2019. The contractor has met the established criteria and now joins the list of eight (8) 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 Electrical 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 Electrical contract at any time throughout the duration of the annual contract.

Attachments:

1. Contract for Imperial Electrical Incorporated
2. Annual Contract- Electrical # 19563: Control Sheet

Recommended By: 	<u>Army Wolf</u>	<u>6/9/2020</u>
	Department Director	Date
Approved By: 	<u>J. Baker</u>	<u>6/30/2020</u>
	County Administrator	Date

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II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

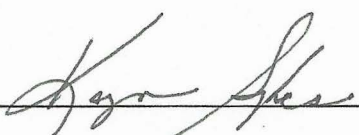
Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	* _____	_____	_____	_____	_____
# ADDITIONAL FTE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

Is Item Included in Current Budget: Yes 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:  _____

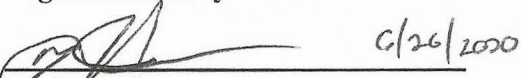
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:


OFMB 6/22/2020 LMR

Contract Development and Control 6/24/2020

B. Legal Sufficiency:


Assistant County Attorney 6/26/2020

C. Other Department Review:

Department Director