

# AGENDA ITEM 4B.2

## PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM SUMMARY

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Meeting Date: September 22, 2020     Consent     Regular  
    Workshop     Public Hearing

Department Submitted by: Clerk & Comptroller, Palm Beach County

Department Submitted for: Sharon R. Bock, Clerk & Comptroller

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### I. EXECUTIVE BRIEF

#### **Motion and Title:**

Motion to approve the contracts and claims settlements' list as submitted by various departments to the Clerk & Comptroller's Office, cumulatively totaling **\$4,695,789.11**

#### **Summary:**

The appropriate County staff has executed each contract for the attached lists and each contract will be effective on approval of the Board of County Commissioners (BCC) unless a later effective date is referenced.

#### **Background and Justification:**

The Palm Beach County Purchasing Ordinance and R-94-702 delegate certain contracts execution to appropriate county staff. However, these contracts require BCC approval before becoming effective.

#### **Attachments:**

Lists identifying contracts:

1) Purchasing	\$	4,695,789.11
2) Tourist Development Council	\$	0.00
3) Risk Management	\$	0.00
TOTAL	\$	<u>4,695,789.11</u>

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Recommended by: \_\_\_\_\_

Melissa M. Corrales, Manager - Finance Services

Date

9/16/2020

Approved by: \_\_\_\_\_

N/A

Assistant County Administrator

Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five-Year Summary of Fiscal Impact:**

<u>Fiscal Years</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
Number of additional FTE positions (Cumulative)	_____	_____	_____	_____	_____
Is Item Included In Current Budget?				Yes _____	No _____
Budget Account No.:	Fund _____	Dept. _____	Unit _____	Object _____	
				Reporting Category _____	

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

**C. Departmental Fiscal Review:**

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

_____	_____
<b>OFMB</b>	<b>Contract Dev. and Control</b>

**B. Legal Sufficiency:**

\_\_\_\_\_  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

**SEPTEMBER 22, 2020**

**REGULAR AGENDA**

**3.B.2. – CONTINUED**

**A)**

Ratification of approval of one-time emergency purchase from Quest Diagnostics Clinical Laboratories Inc. d/b/a Quest Diagnostics for \$202,200 for COVID-19 test kits.

**B)**

Ratification of approval of one-time emergency purchase from SHI International Corp. for \$331,215.88 for various technology related licenses, software, hardware and accessories.

**C)**

Ratification of approval of one-time emergency purchase from Kirms Communications LLC for \$1,293,880 for antenna system installations, Class IV-VI wood communication poles, installation of digital inclusion zones, ground staking for pole installations, and wood pole installations.

**D)**

Ratification of approval of one-time emergency purchase from Elite Aluminum Corporation d/b/a Elite Panel Products for \$241,495 for an open room shelter system with self-contained modular bathroom.

**E)**

Ratification of approval of one-time emergency purchase of food from All-Brand Supplies Distributors Inc. for \$580,478.83 to provide food to Feed the Hungry Food Pantry from 07/15/2020 through 10/04/2020.

**F)**

Ratification of approval of one-time emergency purchase of food from Cheney Brothers Inc. for \$461,400.77 to provide food to the Palm Beach County Food Bank and Boca Helping Hands from 07/01/2020 through 10/08/2020 and infant formula/ packaged baby food to Basics4Babies Pantry.

**G)**

Ratification of approval of one-time emergency purchase from CDW Government LLC for \$885,118.63 for various technology-related licenses, software, hardware and accessories.

**H)**

Emergency term contract with Design Lab Inc. for \$700,000 for a Palm Beach County Fire Rescue and Animal Care & Control uniform program from 10/01/2020 through 09/30/2021.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**09/22/2020**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b>EXHIBIT A</b>					
Quest Diagnostics Clinical Laboratories, Inc. d/b/a Quest Diagnostics	Ratification of approval of one-time emergency purchase of COVID-19 test kits per Emergency Purchase Orders EMP #RR-5701046-2, RR- 5701046-3, and RR-5701046-4.	\$202,200.00 S/M/WBE: \$0	Public Safety Department/Emergency Management Division 1160-760-CV07-4900	Scarlett	

The Department of Public Safety/Emergency Management Division requested the one-time purchase of three thousand five hundred fifty-four (3,554) COVID-19 swab testing kits per: EMP #RR-5701046-2, RR-5701046-3, and RR-5701046-4, for a collective total of \$202,200. Due to emergency circumstances and the immediate necessity for these essential items during the COVID-19 pandemic, the Purchasing Director approved the emergency one-time purchases and is seeking the Board's ratification of the Purchasing Director's approval of Emergency Purchase Orders EMP #RR-5701046-2, RR-5701046-3, and RR-5701046-4. Awardee is located out of State. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.

<b>EXHIBIT B</b>					
SHI International Corp.	Ratification of approval of one-time emergency purchase of various technology related licenses, software, hardware and accessories per Emergency Purchase Orders EMP #RR-0808343, RR-0930308, RR-2255647, RR-4560411, RR-5602742, RR- 7336371, and RR-7800807.	\$331,215.88 S/M/WBE: \$0	Information Systems Services 1160-490-CV01-4900	Scarlett	

Information Systems Services requested the approval of seven (7) Emergency Purchase Orders: EMP #RR-0808343, RR-0930308, RR-2255647, RR-4560411, RR-5602742, RR-7336371, and RR-7800807, for the emergency purchase of Palo Alto Software, Microsoft team headsets, Arbor Software, data video converter, video conference cameras, Ubiquiti equipment, and Lightware equipment, for a collective total of \$331,215.88. These essential items are needed for enhanced cyber security, video conference capabilities and virtual learning capabilities throughout the County. Due to emergency circumstances and the immediate necessity for these essential services during the COVID-19 pandemic, the Purchasing Director approved the emergency one-time purchases and is seeking the Board's ratification of the Purchasing Director's approval of Emergency Purchase Orders EMP #RR-0808343, RR-0930308, RR-2255647, RR-4560411, RR-5602742, RR-7336371, and RR-7800807. Awardee is located out of State. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.

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<b><u>EXHIBIT C</u></b>					
Kirms Communications, LLC	Ratification of approval of one-time emergency purchase of antenna system installations, Class IV-VI wood communication poles, installation of digital inclusion zones, ground staking for pole installations, and wood pole installations per Emergency Purchase Orders EMP #RR-3699278, RR-4487666, RR-2697306, RR-4007427, RR-7259182, RR-7815393, RR-8076914, and RR-9222364.	\$1,293,880.00 S/M/WBE: \$0	Information Systems Services 1160-490-CV10-4674 1160-150-CV11-4900	Scarlett	

Information Systems Services requested the approval of eight (8) Emergency Purchase Orders: EMP #RR-3699278, RR-4487666, RR-2697306, RR-4007427, RR-7259182, RR-7815393, RR-8076914, and RR-9222364, for a collective total of \$1,293,880, for the purchase of antenna system installations, Class IV-VI wood communication poles, installation of digital inclusion zones, ground staking for pole installations, and wood pole installations at various school locations throughout the County. The County has partnered with The School District of Palm Beach County in order to create digital inclusion zones throughout the County to increase internet access for virtual learning. Due to emergency circumstances and the immediate need for these services during the COVID-19 Pandemic, the Purchasing Director approved the emergency one-time purchases and is seeking the Board's ratification of the Purchasing Director's approval of Emergency Purchase Orders EMP #RR-3699278, RR-4487666, RR-2697306, RR-4007427, RR-7259182, RR-7815393, RR-8076914, and RR-9222364. Awardee is located in Palm Beach County. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.

<b><u>EXHIBIT D</u></b>					
Elite Aluminum Corporation d/b/a Elite Panel Products	Ratification of approval of one-time emergency purchase of an open room shelter system with self-contained modular bathroom per Emergency Purchase Order EMP #RR-9472169.	\$241,495.00 S/M/WBE: \$0	Fire Rescue Department 1160-440-CV01-6401	Scarlett	

The Fire Rescue Department requested the approval of Emergency Purchase Order EMP #RR-9472169, for the purchase of one (1) open room shelter system with a self-contained modular bathroom for COVID-19 operations in the amount of \$241,495. Due to emergency circumstances and the immediate necessity for this essential item during the COVID-19 pandemic, the Purchasing Director approved the emergency one-time purchase and is seeking the Board's ratification of the Purchasing Director's approval of Emergency Purchase Order EMP # RR-9472169. Awardee is located outside Palm Beach County in the City of Coconut Creek, Florida. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.

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<u>EXHIBIT E</u> All-Brand Supplies Distributors, Inc.	Ratification of approval of one-time emergency purchase of food to provide food to Feed the Hungry Food Pantry from 07/15/2020 through 10/04/2020 and infant formula/package baby food to Basics4Babies Pantry per Emergency Purchase Orders EMP-6165495-17, R-3324774-2, RR-3324774-1, RR-3324774-2, RR-3324774-3, RR-3324774-4, RR-3324774-5, RR-6165495-20, RR-616549-21, RR-8980017-1, RR-3324774-6, RR-3324774-7, RR-3324774-8, and RR-3324774-9.	\$580,478.83 S/M/WBE: \$0	Public Safety Department/Emergency Management Division 1160-140-CV02-4900 1160-760-CV01-4900	Scarlett	

The Department of Public Safety/Emergency Management Division requested the approval of fourteen (14) Emergency Purchase Orders: EMP-6165495-17, R-3324774-2, RR-3324774-1, RR-3324774-2, RR-3324774-3, RR-3324774-4, RR-3324774-5, RR-6165495-20, RR-616549-21, RR-8980017-1, RR-3324774-6, RR-3324774-7, RR-3324774-8, and RR-3324774-9 for a collective total of \$580,478.83. The County has partnered with Feed the Hungry Food Pantry (“Food Pantry”) and Basics4Babies Pantry, which has experienced an increased need for feeding resources due to the COVID-19 pandemic. The Food Pantry serves individuals by distributing free produce, meat, and packaged goods and the Basics4Babies Pantry distributes infant formula and packaged baby food; however, due to the COVID-19 pandemic, in-kind contributions and regular food sources are unable to meet the new food demands. Through All-Brand Supplies Distributors, Inc., the County is providing approximately 50,000 pounds of weekly food deliveries from 07/15/2020 through 10/04/2020 to the Food Pantry. In addition, infant formula and packaged baby food are being provided to the Basics4Babies Pantry. Due to emergency circumstances and the immediate necessity for these essential items during the COVID-19 pandemic, the Purchasing Director approved the emergency one-time purchases and is seeking the Board’s ratification of the Purchasing Director’s approval of Emergency Purchase Orders EMP-6165495-17, R-3324774-2, RR-3324774-1, RR-3324774-2, RR-3324774-3, RR-3324774-4, RR-3324774-5, RR-6165495-20, RR-616549-21, RR-8980017-1, RR-3324774-6, RR-3324774-7, RR-3324774-8, and RR-3324774-9. Awardee is located outside Palm Beach County in the City of Medley, Florida. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.

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Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT F</u> Cheney Brothers, Inc.	Ratification of approval of one-time emergency purchase of food to provide food to the Palm Beach County Food Bank and Boca Helping Hands from 07/01/2020 through 10/08/2020 and infant formula/ packaged baby food to Basics4Babies Pantry per Emergency Purchase Orders EMP #RR-3379204-1, RR-3379204-2, RR-3379204-3, RR-3379204-4, RR-7810061-1, RR-7810061-2, RR-8920837, RR-8920837-1, RR-8920837-2, RR-8920837-3, RR-8920837-4, RR-8980017, RR-9420707-1, RR-3379204-5, RR-8920837-5, and RR-8920837-6.	\$461,400.77 S/M/WBE: \$0	Public Safety Department/Emergency Management Division 1160-140-CV02-4900	Scarlett	

The Department of Public Safety/Emergency Management Division requested the approval of sixteen (16) Emergency Purchase Orders: EMP-#RR-3379204-1, RR-3379204-2, RR-3379204-3, RR-3379204-4, RR-7810061-1, RR-7810061-2, RR-8920837, RR-8920837-1, RR-8920837-2, RR-8920837-3, RR-8920837-4, RR-8980017, RR-9420707-1, RR-3379204-5, RR-8920837-5, and RR-8920837-6 for a collective total of \$461,400.77. The Palm Beach County Food Bank, Boca Helping Hands, and the Basics4Babies Pantry has experienced an increased need for feeding resources due to the COVID-19 pandemic. The Palm Beach County Food Bank and Boca Helping Hands serves individuals by distributing free produce, meat, and packaged goods and the Basics4Babies Pantry distributes infant formula and packaged baby food; however, due to the COVID-19 pandemic, in-kind contributions and regular food sources are unable to meet the new food demands. Through Cheney Brothers, Inc., the County is providing approximately 100,000 pounds of weekly food deliveries to the Palm Beach County Food Bank and approximately 4,800 pounds of weekly food deliveries to Boca Helping Hands from 07/01/2020 through 10/08/2020. In addition, infant formula and packaged baby food are being provided to Basics4Babies Pantry. Due to emergency circumstances and the immediate necessity for these essential items during the COVID-19 pandemic, the Purchasing Director approved the emergency one-time purchases and is seeking the Board's ratification of the Purchasing Director's approval of Emergency Purchase Orders EMP # RR-3379204-1, RR-3379204-2, RR-3379204-3, RR-3379204-4, RR-7810061-1, RR-7810061-2, RR-8920837, RR-8920837-1, RR-8920837-2, RR-8920837-3, RR-8920837-4, RR-8980017, RR-9420707-1, RR-3379204-5, RR-8920837-5, and RR-8920837-6. Awardee is located in Palm Beach County. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
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<u>EXHIBIT G</u> CDW Government LLC	Ratification of approval of one-time emergency purchase of various technology related licenses, software, hardware and accessories per Emergency Purchase Orders EMP #RR-6093024, RR-0151609, RR-0226149, RR-0410947, RR-1581952, RR-1752211, RR-1757565, RR-2086703, RR-3299266, RR-3318482, RR-3540014, RR-4090194, RR-4323838, RR-4454686, RR-4802416, RR-5520066, RR-5749687, RR-6114374, RR-6527023, RR-7023045, RR-7384426, RR-7676514, RR-8680386, RR-9330923, and RR-9518651.	\$885,118.63 S/M/WBE: \$0	Information Systems Services 1160-490-CV01-4605 1160-490-CV01-4900 1160-490-CV10-4674 1160-150-CV11-4900 1160-150-CV10-4674  Palm Tran 1341-542-5561-6401	Scarlett	

Information Systems Services requested the approval of twenty-five (25) Emergency Purchase Orders: EMP # RR-6093024, RR-0151609, RR-0226149, RR-0410947, RR-1581952, RR-1752211, RR-1757565, RR-2086703, RR-3299266, RR-3318482, RR-3540014, RR-4090194, RR-4323838, RR-4454686, RR-4802416, RR-5520066, RR-5749687, RR-6114374, RR-6527023, RR-7023045, RR-7384426, RR-7676514, RR-8680386, RR-9330923, and RR-9518651, for a collective total of \$885,118.63, for the purchase of teleconference units, routers, display and wall brackets, Zoom licenses, WebEx pro stand alone, mobile equipment storage, WebEx, wireless equipment, Yubikeys, video conference units, cyberdata secure case kit network device enclosure, mobile unit, Ubiquiti Nano, Au cloud meetings, Seagate Skyhawk 8TB hard drives, Ubiquiti Pro, and Prtg Network Monitoring License. These essential items are needed for enhanced cyber security, video conference capabilities and virtual learning capabilities throughout the County and technology service enhancements in Palm Tran buses. Due to emergency circumstances and the immediate need for these essential services during the COVID-19 pandemic, the Purchasing Director approved the emergency one-time purchases and is seeking the Board's ratification of the Purchasing Director's approval of Emergency Purchase Orders EMP # RR-6093024, RR-0151609, RR-0226149, RR-0410947, RR-1581952, RR-1752211, RR-1757565, RR-2086703, RR-3299266, RR-3318482, RR-3540014, RR-4090194, RR-4323838, RR-4454686, RR-4802416, RR-5520066, RR-5749687, RR-6114374, RR-6527023, RR-7023045, RR-7384426, RR-7676514, RR-8680386, RR-9330923, and RR-9518651. Awardee is located out of State. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.



**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
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Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT H</u> Design Lab, Inc.	Emergency term contract for a uniform program for Palm Beach County Fire Rescue and Animal Care & Control for the period 10/01/2020 through 09/30/2021 per Master Agreement #600576.	\$700,000.00 S/M/WBE: \$0	Fire Rescue Department 1300-440-various-5248 (\$685,000.00)  Public Safety/Animal Care & Control 0001-660-2220-5248 (\$15,000)	Scarlett	

The County has expended or encumbered \$459,306 (\$51,034/month) during the previous nine (9) months of the current twelve (12) month term contract. The Fire Rescue Department and the Department of Public Safety/Animal Care & Control Division are requesting a new twelve (12) month emergency term contract for a uniform program. Due to the COVID-19 pandemic, resulting in County staff workload reprioritization and temporary non-availability for work and to be in compliance with Fire Rescue's Collective Bargaining Agreement which requires that uniforms be provided, \$700,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month emergency term contract. This contract has no renewal options. Awardee is located out of State. This emergency purchase is exempt from the EBO Ordinance.

<b>TOTAL AMOUNT OF CARES ACT AWARDS</b>	<b>\$3,995,789.11</b>
<b>TOTAL AMOUNT OF ALL AWARDS</b>	<b>\$4,695,789.11</b>