

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: November 17, 2020 [X] 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 roofing services on an as-needed basis through November 16, 2025.

Table with 3 columns: Contractor, Status, SBE or Non-SBE. Rows include Advanced Roofing, Inc., Atlas Apex Roofing, LLC, Gustafson Industries, Inc., Hi-Tech Roofing & Sheetmetal, Inc., Roofing Concepts Unlimited/ Florida, Inc., The Roof Authority, Inc., Tri State Roofing and General Contractors LLC, and Trusted Construction, Inc.

Summary: The purpose of this annual contract is to pre-qualify contractors to provide roofing services. The work consists of roof repairs or replacement services on an as needed basis. 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 \$3,000,000 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 eight (8) 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 roofing annual contract was presented to the Goal Setting Committee on July 15, 2020, and the Committee established an 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. Actual Small/Minority/Women Owned Business Enterprise (S/M/WBE) participation will be identified on each work order, and will be tracked cumulatively for all work orders issued. (Capital Improvements) Countywide (LDC)

Background and Justification: The pre-qualification for this contract was advertised on July 18, 2020. The contractors have met the established criteria. For projects under \$100,000, work is awarded as work orders on a lump-sum, competitively bid basis among the pool of pre-qualified roofing 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 roofing contract at any time throughout the duration of the annual contract. The cumulative value of roofing services authorized under the previous annual contract over the past five (5) years was \$3,738,552.62.

Attachments:

- 1. Advanced Roofing, Inc. 5. Roofing Concepts Unlimited/ Florida, Inc.
2. Atlas Apex Roofing, LLC 6. The Roof Authority, Inc.
3. Gustafson Industries, Inc. 7. Tri State Roofing and General Contractors LLC
4. Hi-Tech Roofing & Sheetmetal, Inc. 8. Trusted Construction, Inc.

Recommended By: [Signature] Department Director Date 10/20/20
Approved By: [Signature] County Administrator Date 11/13/2020

