

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: November 17, 2020

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 contractors for general minor construction services on an as-needed basis through February 10, 2025.

	<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
A)	Docks & More Construction Co.	Local	SBE
B)	E&F Florida Enterprises Inc. dba Creative Contracting Group	Local	Non-SBE

**Summary:** On February 11, 2020, the Board of County Commissioners approved the annual minor construction contract. The work consists of construction services associated with repairs, improvements and renovations to County properties. The contractors now join the list of nineteen (19) already prequalified contractors for a total of twenty-one (21) prequalified contractors with a contract expiration date of February 10, 2025. 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 \$5,000,000. 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 twenty-one (21) 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 August 21, 2019. The Committee applied the following three Affirmative Procurement Initiatives (API): 1) sheltered market for projects under \$100,000; or 2) 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 on a single trade project over \$100,000; or 3) a mandatory 25% SBE subcontracting goal for a multi-trade project over \$100,000. 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. Current cumulative S/M/WBE participation for all work orders to-date under the minor annual contract is 85.84%. **(Capital Improvements) Countywide (LDC)**

**Background and Justification:** The pre-qualification for this contract was advertised on September 29, 2019. The contractors have met the established criteria and now join the list of nineteen (19) contractors already pre-qualified for the contract. For projects under \$100,000, work is awarded as work orders on a lump-sum, competitively bid basis among the pool of pre-qualified minor construction 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 general minor construction services contract at any time throughout the duration of the annual contract.

**Attachment:**

1. Contract for Docks & More Construction Co.
2. Contract for E&F Florida Enterprises Inc. dba Creative Contracting Group
3. Annual Contract – Minor Construction # 19602:Control Sheet

Recommended By:  Department Director      10/20/20 Date

Approved By:  County Administrator      11/3/2020 Date

