This agenda item is more than 100 pages and may be viewed in Minutes.

Agenda Item #: 3H-5

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	**March 9, 2021**	**[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 contractors for roofing services on an as-needed basis through November 16, 2025.

Contractor	Status	SBE or Non-SBE
A) A-1 Property Services Group Inc.	Non-Local	Non-SBE
B) Certified Roofing Specialists, Inc.	Non-Local	Non-SBE
C) Grace Roofing & Sheet Metal Enterprise LLC DBA Grace Roofing & Sheet Metal Enterprise	Non-Local	Non-SBE

Summary: On November 17, 2020, the Board of County Commissioners approved the annual roofing contract (R2020-1693 thru R2020-1700). The work consists of roofing repair and replacement services on an as needed basis. The contractors now join the list of eight (8) already prequalified contractors for a total of eleven (11) prequalified contractors with a contract expiration date of November 16, 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 $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 eleven (11) 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 Affirmative Procurement Initiatives (API) of sheltered market for projects under $100,000 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. Current cumulative S/M/WBE participation for all work orders to-date under the roofing annual is 100%. **(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 and now join the list of eight (8) contractors already pre-qualified for the contract for a total of eleven (11) contractors. 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.

Attachments:
1. Contract for A-1 Property Services Group Inc.
2. Contract for Certified Roofing Specialist, Inc.
3. Contract for Grace Roofing & Sheet Metal Enterprise LLC DBA Grace Roofing & Sheet Metal Enterprise
4. Annual Contract- Roofing 2020-041631: Control Sheet

Recommended By: _____ 1/28/21
Department Director **Date**

Approved By: _____ 2/2/21
County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	**2021**	**2022**	**2023**	**2024**	**2025**
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____				
In-Kind Match (County	_____	_____	_____	_____	_____
NET FISCAL IMPACT	*	_____	_____	_____	_____
# 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 Board of County Commissioners approval will be brought to the Board of County Commissioners and fiscal impact will be addressed at that time; otherwise, funding will come from projects previously approved by the Board of County Commissioners.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

1/29/21
OFMB 1/29 UM 1-29

2/2/21
Contract Development and Control
2-2-21 TW

B. Legal Sufficiency:

_____
Assistant County Attorney

C. Other Department Review:

_____
Department Director