Agenda Item #: 3H-3

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS <u>AGENDA ITEM SUMMARY</u>

Meeting Date: July 13, 2021	[X] Consent [] Ordinance	[] Regular [] 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 general minor construction services on an as-needed basis through February 10, 2025.

Contractor	<u>Status</u>	<u>SBE or Non-SBE</u>
J.I.J. Construction Corp.	Local	S/M/WBE

Summary: On February 11, 2020, the Board of County Commissioners (Board) approved the annual minor construction contract (R2020-0142 through R2020-0151). The work consists of construction services associated with repairs, improvements and renovations to County properties. The contractor now joins the list of twenty-two (22) already prequalified contractors for a total of twenty-three (23) 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-three (23) 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 88.64%. (Capital Improvements) Countywide (LDC)

Background and Justification: The pre-qualification for this contract was advertised on September 29, 2019. The contractor has met the established criteria and now joins the list of twenty-two (22) contractors already prequalified 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. J.I.J. Construction Corp. Contract
- 2. Annual Contract Minor Construction # 19602: Control Sheet

Bmi 1. **Recommended By:** Department Director/ Approved By: **County** Administrator

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	*				<u></u>
# ADDITIONAL FTE POSITIONS (Cumulative)					
Is Item Included in Current Budg Does this items include use of fed		Yes Yes		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 the fiscal impact will be addressed at that time; otherwise, funding will come from projects previously approved by the Board of County Commissioners.

Departmental Fiscal Review: С. III. <u>REVIEW COMMENTS</u>

A. OFMB Fiscal and/or Contract Development Comments:

	OFMBQAU. 21 CIMIZA	Contract Development and Control e - Z + Z/
В.	Legal Sufficiency: Assistant County Attorney	

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C. Other Department Review:

Department Director