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Agenda Item #: 3H-4

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	**August 17, 2021**	**[X] Consent**	**[ ] Regular**
		[ ] Ordinance	**[ ] Public Hearing**

Department: **Facilities Development & Operations**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: an annual construction contract with the following contractor for Heating, Ventilation and Air Conditioning (HVAC) services on an as-needed basis through January 6, 2025.

Contractor	Status	SBE or Non-SBE
Page Mechanical Group, Inc.	Local	Non-SBE

Summary: On January 7, 2020, the Board of County Commissioners (Board) approved the annual HVAC contract (R2020-0019 thru R2021-0059). The work consists of HVAC services related to system and component installations, upgrades, replacements, modifications and repairs. The contractor now joins the list of fifteen (15) already prequalified contractors for a total of sixteen (16) with a contract expiration date of January 6, 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 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 sixteen (16) 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 HVAC annual construction contract was presented to the Goal Setting Committee on August 21, 2019 and the Committee established Affirmative Procurement Initiatives (API) of sheltered market for projects under $100,000 (when at least three (3) SBE 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 each work order issued. Current cumulative S/M/WBE participation for all work orders to-date under the HVAC Annual is 33.88%. **(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 fifteen (15) contractors already pre-qualified for the contract for a total of sixteen (16) 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 HVAC 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 HVAC contract at any time throughout the duration of the annual contract.

Attachments:
1. Contract for Page Mechanical Group, Inc.
2. Annual Contract – HVAC 19601: Control Sheet

Recommended By: _____ 7/15/21
Department Director **Date**

Approved By: _____ 7/28/21
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 (Board) will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved Board projects.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

7/12/21
OFMB 7-19-21 LM 7/19

Contract Development and Control
7-22-21

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director