

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

<u>Fiscal Years</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
Number of additional FTE positions (Cumulative)	_____	_____	_____	_____	_____
Is Item Included In Current Budget?				Yes_____	No_____
Budget Account No.:	Fund_____	Dept._____	Unit_____	Object_____	
				Reporting Category_____	

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

_____	_____
OFMB	Contract Dev. and Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

November 23, 2021

CONSENT AGENDA

3.A.2.

A)

Renewal of term contract with Hydromax USA LLC for \$1,800,000 for maintenance and repair of hydrant, valve box and manhole covers from 11/23/2021 through 11/22/2022.

B)

Renewal of term contract with Maia Lawn & Landscape Services, Inc. for \$900,000 for grounds maintenance at various Water Utilities Department locations from 12/01/2021 through 11/30/2022.

C)

Renewal of term contract with Maia Lawn & Landscape Services, Inc. for \$460,000 for grounds maintenance at various Water Utilities Department locations from 12/01/2021 through 11/30/2022.

D)

Renewal of term contract with A & Associates, Inc. dba A & A; Precision Staffing, Inc. dba AP; Recruiters & Associates; Cochhbha Enterprises, Inc. dba CEI Staffing; 22nd Century Technologies, Inc. for \$1,392,000 for clerical temporary personnel from 11/25/2021 through 11/24/2022.

E)

Renewal of term contract with Trapeze Software Group, Inc. for \$539,091 for Trapeze software maintenance and customer support services from 12/01/2021 through 11/30/2022.

F)

Retroactive approval of a one-time emergency purchase of Consulting/Project Management Services for Palm Tran's Automated Fare Collection System from Intueor Consulting, Inc. for \$334,949.79.

G)

New term contract with Waco Filters Corporation for \$238,160 for pre-membrane cartridge filter from 12/01/2021 through 11/30/2022.

H)

New term contract with Rep Services, Inc.; The Watauga Company; Greenfields Outdoor Fitness, Inc; Industrial Shadeports, Inc; Bliss Products & Services, Inc; Playmore West Inc; RCP Shelters, Inc. for \$2,120,000 for park equipment and parts from 11/23/2021 through 11/22/2026.

I)

- A. Ratification of the approval of an automatic renewal of an emergency Prepaid Business Suite Services Agreement with Fidelity Information Services, LLC for \$785,938 from 08/04/2021 through 08/03/2022.

B. Increase of \$430,000 with Fidelity Information Services, LLC for an emergency Prepaid Business Suite Services Agreement for a total of \$1,215,938 from 12/06/2020 through 03/05/2022

J)

Approval of emergency contract with Tindale-Oliver & Associates, Inc. for \$404,880 for Development of Palm Tran's Transit Development Plan from 6/22/2021 through 1/31/2022.

K)

Extension and increase of term contract amount of \$3,000,000 with C.A.P Government, Inc.; GFA International, Inc.; Hy-Byrd, Inc.; M.T. Causley, A SAFEbuilt Company; Bureau Veritas North America, Inc. for building inspection, plan review and permit technician services for a total of \$9,175,000 from 05/16/2017 through 11/15/2022.

L)

Risk Management - Workers' Compensation Claim Settlement for Craig Shellman for \$95,000.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
11/23/2021

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
EXHIBIT A					
Hydromax USA LLC	Renewal of term contract for maintenance and repair of hydrant, valve box and manhole covers for the period 11/23/2021 through 11/22/2022 per Master Agreement #19027RB.	\$1,800,000.00 S/M/WBE: \$0 Original Contract Amount: \$2,013,735.00	Water Utilities Department 4001-720-2460-4615 4001-720-2521-4615 4001-720-2522-4615 4001-720-6GUA-4615	Scarlett	

The County has expended or encumbered \$990,920 (\$94,373 /month) during the previous ten and one half (10.5) months of the current twelve (12) month term contract. Due to the need to perform: (i) mandated valve maintenance on approximately 14,000 water valves per year in the Water Utilities Department distribution system; (ii) valve and manhole adjustments for projects initiated by Palm Beach County Roadway Department; and (iii) fire hydrant maintenance and repairs as mandated by Florida Statute on approximately 18,000 fire hydrants, \$1,800,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. The contract amount for the: (i) initial twelve (12) month term was \$2,013,735 with \$267,138 expended; and (ii) first twelve (12) month renewal term was \$2,013,735. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located out of state. The original contract was established by a competitive solicitation process. No S/M/WBE vendor submitted a bid on this project. OEBO approved a Waiver of API Requirements for this solicitation.

EXHIBIT B					
Maia Lawn & Landscape Services, Inc.	Renewal of term contract for grounds maintenance at various Water Utilities Department locations for the period 12/01/2021 through 11/30/2022 per Master Agreement #19078B.	\$900,000.00 S/M/WBE: 87.639% Original Contract Amount: \$900,000.00	Water Utilities Department 4001-720-2410-4615	Scarlett	

The County has expended or encumbered \$570,900 (\$55,698/month) during the previous ten and one quarter (10.25) months of the current twelve (12) month term contract. Due to the Water Utilities Department's grounds maintenance program covering various locations in the City of West Palm Beach and Southern Palm Beach County, \$900,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. The contract amount for the: (i) initial twelve (12) month term was \$900,000 with \$570,012 expended; and (ii) first twelve (12) month renewal term was \$900,000. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located in Palm Beach County. The original contract was established by a competitive solicitation process. The Goal Setting Committee recommended SBE price preference for this solicitation.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
11/23/2021

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT C</u> Maia Lawn & Landscape Services, Inc.	Renewal of term contract for grounds maintenance at various Water Utilities Department locations for the period 12/01/2021 through 11/30/2022 per Master Agreement #17064D.	\$460,000.00 S/M/WBE: Amount Dependent Upon Usage Original Contract Amount: \$456,100.00	Water Utilities Department 4001-720-2410-4615 4001-720-2425-4615	Scarlett	

The County has expended or encumbered \$455,650 (\$43,395 / month) during the previous ten and one half (10.50) months of the current twelve (12) month term contract. Due to Water Utilities Department's grounds maintenance program covering various locations in the cities of West Palm Beach, Boynton Beach and Loxahatchee, \$460,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. The contract amount for the: (i) initial twelve (12) month term was \$456,100 with \$441,380 expended; (ii) first twelve (12) month renewal term was \$456,100 with \$431,350 expended; (iii) second twelve (12) month renewal term was \$460,000 with \$454,480 expended; and (iv) third twelve (12) month renewal term was \$460,000. This term contract has no renewal options remaining. Awardee is located in Palm Beach County. The original contract was established by a competitive solicitation process. This item was reviewed and approved for renewal by OEBO.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
11/23/2021

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT D</u> A & Associates, Inc. dba A & A; Precision Staffing, Inc. dba AP; Recruiters & Associates; Cochhbha Enterprises, Inc. dba CEI Staffing; 22nd Century Technologies, Inc.	Renewal of term contract for clerical temporary personnel for the period of 11/25/2021 through 11/24/2022 per Master Agreement #20042A.	\$1,392,000.00 S/M/WBE: Amount Dependent Upon Usage Original Contract Amount: \$1,392,000.00	Countywide Lead Department: Human Resources Department	Scarlett	

The County has expended or encumbered \$461,357 (\$43,939 /month) during the previous ten and one half (10.5) months of the current twelve (12) month term contract. Due to many vacant positions, long-term absences, management reorganization and changes in workflow processes, the need for clerical temporary personnel has increased in order to complete various projects throughout the County. \$1,392,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has three (3) twelve (12) month renewal options remaining. Two (2) Awardees are located in Palm Beach County, one (1) Awardee is located out of State, and one (1) Awardee is located outside Palm Beach County in the City of Sunrise, Florida. The original contract was established by a competitive solicitation process. The Goal Setting Committee recommended SBE price preference for this solicitation.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
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11/23/2021

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT E</u> Trapeze Software Group, Inc.	Renewal of term contract for Trapeze software maintenance and customer support services for the period 12/01/2021 through 11/30/2022 per Master Agreement #SS250561D.	\$539,091.00 S/M/WBE: \$0 Original Contract Amount: \$893,650.00	Palm Tran Department 1340-540-511T-4674	Scarlett	

The County has expended or encumbered \$533,734 (\$48,521/month) during the previous eleven (11) months of the current twelve (12) month term contract. Due to new fixed pricing provided by Trapeze Software Group, Inc., \$539,091 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. The contract amount for the: (i) initial twelve (12) month term was \$893,650, with \$495,933.34 expended; (ii) first twelve (12) month renewal term was \$523,507, with \$523,507 expended; (iii) second twelve (12) month renewal term was \$535,682, with \$518,190 expended; and (iii) third twelve (12) month renewal term was \$533,734. This term contract has no renewal options remaining. Awardee is located out of State. Awardee is a sole source provider who is not a certified S/M/WBE. This sole source contract is exempt from the EBO Ordinance.

<u>EXHIBIT F</u> Intueor Consulting, Inc	Retroactive approval of a one-time emergency purchase of Consulting/Project Management Services for Palm Tran's Automated Fare Collection System per Purchase Order #ZG102621-4.	\$334,949.79 S/M/WBE: \$0	Palm Tran 1340-540-5180-3401	Scarlett	
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Palm Tran requests the retroactive approval of a one-time emergency purchase of Consulting/Project Management Services for Palm Tran's Automated Fare Collection System, for the period of 03/01/2020 through 08/15/2021. Due to delays caused by the COVID-19 pandemic and staff vacancies/turnover at Palm Tran, Palm Tran required the vendor to perform additional responsibilities outside the scope of the original contract and act as Program Manager for the project. Palm Tran would not have been able to continue with the project if this action was not taken. This emergency/confirming purchase is exempt from the EBO Ordinance.

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<u>EXHIBIT G</u> Waco Filters Corporation	New term contract for pre-membrane cartridge filter for the period 12/01/2021 through 11/30/2022 per Master Agreement #21077.	\$238,160.00 S/M/WBE: \$0	Water Utilities Department 4001-720-2310-4615	Scarlett	

The County has expended or encumbered \$62,852 (\$5,714 /month) during the previous eleven (11) months of the current twelve (12) month term contract. Due to a shortage of materials from the manufacturer and a price increase over the previous cost of the required cartridge filters that are currently in use at the Water Utilities Department's Water Treatment Plants, \$238,160 is needed to meet the County's requirements through the expiration of this new twelve (12) month term contract. This term contract has four (4) twelve (12) month renewal options. Awardee is located outside Palm Beach County in the City of Hialeah Gardens, Florida. This item was reviewed by the OEBO and a Waiver of API Requirements was approved.

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11/23/2021

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT H</u> Rep Services, Inc.; The Watauga Company; Greenfields Outdoor Fitness, Inc; Industrial Shadeports, Inc; Bliss Products & Services, Inc; Playmore West Inc; RCP Shelters, Inc.	New term contract for park equipment and parts for the period 11/23/2021 through 11/22/2026 per Master Agreement #21056.	\$2,120,000.00 S/M/WBE: Amount Dependent Upon Usage	Countywide Lead Department: Parks & Recreation Department	Scarlett	

The County has expended or encumbered \$3,815,353 (\$53,549/month) during the previous seventy-one and one quarter (71.25) months of the current seventy-two (72) month term contract. Due to the purchase and installation of new park, playground and waterpark equipment and parts for the Department of Parks & Recreation; purchase of picnic benches for various Water Utilities Department's locations; purchase and replacement of outdoor benches and tables for the Division of Senior Services and to cover costs related to the demolition, removal and disposal of existing park and playground equipment, \$2,120,000 is needed to meet the County's requirements through the expiration of this new sixty (60) month term contract. Approval is also requested to add vendors that may become pre-qualified during the term of the contract. Pre-qualification contracts allow for the addition of new vendors during the term of the contract. This term contract has no renewal options. One (1) Awardee is located in Palm Beach County, four (4) Awardees are located outside Palm Beach County in the cities of Longwood, Titusville, Ft. Myers and Stuart, Florida, and two (2) Awardees are located out of State. This item was reviewed by the Goal Setting Committee and an SBE Price Preference was approved.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
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11/23/2021

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT I</u> Fidelity Information Services, LLC	A. Ratification of the approval of an automatic renewal of an emergency Prepaid Business Suite Services Agreement for the period 08/04/2021 through 08/03/2022 per Master Agreement #F450921A	\$785,938.00 S/M/WBE: \$0 Original Contract Amount: \$5,000,000.00	Community Services Department 1160-140-CVO2-4900 1003-145-1455-3401 1003-145-1465-3401	Scarlett	
	B. Increase of an emergency Prepaid Business Suite Services Agreement for the period 08/04/2021 through 08/03/2022 per Master Agreement #F450921A	Increased Amount: \$430,000.00 Total with increase: \$1,215,938.00 S/M/WBE: \$0 Original Contract Amount: \$5,000,000.00	Community Services Department 1160-140-CVO2-4900 1003-145-1455-3401 1003-145-1465-3401		

(See Next Page for Summary)

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
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11/23/2021

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- A. The County has expended or encumbered \$14,259,884 (\$1,188,323.67/month) during the initial twelve (12) months of the emergency Prepaid Business Suite Services Agreement (“Agreement”). Fidelity Information Services, LLC’s standard Agreement provided for a twelve (12) month term with four (4) twelve (12) month automatic renewal periods. The Department of Community Services requested the approval of the twelve (12) month automatic renewal of the Agreement for the continuation of a Purchase Card Program whereby the County issues pre-paid debit cards to approved applicants for the purchase of food products. Due to the continuing need for food for those negatively impacted by the COVID-19 pandemic and the time constraints for spending the CARES Act funds, the Purchasing Director approved the automatic renewal of the Agreement and is seeking the Board’s ratification of the Purchasing Director’s approval of said renewal. Due to funding provided by U.S Treasury (CARES) and State of Florida’s Department of Economic Opportunity (CSBG CARES), \$785,938 is available to fund the Purchase Card Program. Although the term for this renewal is for twelve (12) months, the COVID-19 related Purchase Card Program will be effective through March 31, 2022. The remaining months of the renewal will be utilized if additional time is provided to grantees for expenditure purposes. Notwithstanding that the Purchasing Director approved the automatic renewal of the Agreement due to the continuing emergency circumstance, the County will terminate the Agreement prior to the next automatic renewal of the same. Awardee is located outside Palm Beach County in the City of Jacksonville, Florida. This Agreement is Federally funded with CARES Act funds and is therefore, exempt from the EBO Ordinance.
- B. The Department of Community Services requests an increase of \$430,000 over the previous authorized amount of \$785,938 in order to continue the Purchase Card Program for the remaining eight and one half (8.5) months of the emergency Prepaid Business Suite Services Agreement. This increase of \$430,000 is necessary due to additional funding from the U.S Treasury (CARES) and State of Florida’s Department of Economic Opportunity (CSBG). Awardee is located outside Palm Beach County in the City of Jacksonville, Florida. This Agreement is Federally funded with CARES Act funds and is therefore, exempt from the EBO Ordinance.

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
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Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<u>EXHIBIT J</u> Tindale-Oliver & Associates, Inc.	Approval of emergency contract for Development of Palm Tran's Transit Development Plan for the period 6/22/2021 through 1/31/2022 per Master Agreement #F500641.	\$404,880.00 S/M/WBE: \$0	Palm Tran 1341-542-5560-3401	Scarlett	

Palm Tran requests the approval of this seven and one third (7.33) month term contract for the Development of Palm Tran's Ten-Year Major Transit Development Plan which must be submitted to the Florida Department of Transportation no later than December 1, 2021. \$404,880 is needed to meet the County's requirements through the expiration of this new seven and one-third (7.33) month term emergency contract with a retroactive start date of 6/22/2021. This term contract has no renewal options. Awardee is located outside Palm Beach County in the City of Tampa, Florida. This Federally funded Emergency Contract is exempt from the EBO Ordinance.

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BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
11/23/2021

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EXHIBIT K C.A.P Government, Inc.; GFA International, Inc.; Hy-Byrd, Inc.; M.T. Causley, A SAFEbuilt Company; Bureau Veritas North America, Inc.	Extension and increase of term contract for building inspection, plan review and permit technician services for the period 05/16/2017 through 11/15/2022 per Master Agreement #17023.	Increased Amount: \$3,000,000.00 Total with increase: \$9,175,000.00 S/M/WBE: GFA International, Inc. 15% Nutting Engineers of Florida, Inc. Original Contract Amount: \$3,000,000.00 (60 months)	Planning, Zoning & Building 1400-600-6107-3401	Scarlett	

The County has expended or encumbered \$6,144,693 (\$114,512/month) during the previous fifty-three and two-thirds (53.66) months of the current sixty (60) month term contract. The Planning, Zoning & Building Department is requesting a six (6) month extension to the current term contract in order to meet the increased demand from the public for plan review, building permits, and inspections while the Building Division continues to try and fill vacancies. In addition, an increase of \$3,000,000 over the previous authorized amount of \$6,175,000 is required in order to meet current construction industry demands for plan review, building permits, and inspections during the contract extension. There are no renewal options. Three (3) Awardees are located in Palm Beach County and two (2) Awardees are located outside Palm Beach County in the cities of Homestead and Ft. Lauderdale, Florida. Awarded to non S/M/WBE vendors, one (1) of which is utilizing an S/M/WBE subcontractor (Nutting Engineers of Florida, Inc.).

TOTAL AMOUNT OF CARES ACT AWARDS: \$1,215,938.00
TOTAL AMOUNT OF ALL AWARDS: \$12,405,018.79