



**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)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
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

# ROUTING INFORMATION – Tourist Development Council

## BOARD SERVICES – MINUTES DIVISION

ROUTED TO: Susan C. Brown or Jessica Comis

ROUTED FROM: Marisa Valentin, Board Services - Minutes (3-2955)

ITEM DESCRIPTION: Tourist Development Council (TDC) Agreement Extensions

MEETING DATE: December 7, 2021

MEETING TYPE: BCC Regular

**DEADLINE TO BOARD SERVICES: Monday September 27, 2021, before noon.**

TDC Memo Dated	Number of Agreements	Date Routed	Reviewed By	Date Signed
12.1.21	2	12.2.21	Jessica Comis	12/3/21

**DO NOT PROCESS  
TO THE AGENDA  
COORDINATOR  
WITHOUT A  
SIGNATURE:**

Susan C. Brown \_\_\_\_\_

or

Jessica Comis

*J. Comis* \_\_\_\_\_

**September 28, 2021**

**CONSENT AGENDA**

**3.A.2.**

**A)**

Increase of term contract of \$310,000 with USIC Holdings, Inc dba USIC Locating Services, LLC for a total of \$1,190,000 for utility locating services from 12/19/2020 through 03/18/2022.

**B)**

Renewal of term contract with Elite Removal Services, Inc for \$300,000 for medical examiner transportation services from 12/19/2021 through 12/18/2022.

**C)**

Renewal of term contract with Community Tree & Landscape Service Inc for \$295,500 for tree removal services from 12/17/2021 through 12/16/2022.

**D)**

Renewal of term contract with Harcros Chemicals Inc for \$430,000 for corrosion inhibitors from 12/18/2021 through 12/17/2022.

**E)**

Renewal of term contract with Tripp Electric Motors, Inc for \$2,073,800 for pump, motor and equipment maintenance and repair services from 12/19/2021 through 12/18/2022.

**F)**

New term contract with IXOM Watercare, Inc for \$479,745 for IXOM Watercare Miex DOC Resin from 12/09/2021 through 12/08/2022.

**G)**

New term contract with Coastal Fitness-Discount Cardio and Training Inc d/b/a Coastal Fitness; Centurion Partners Health And Fitness d/b/a Fitnessmith; Commercial Fitness Products, Inc for 474,300 for physical fitness equipment and accessories from 12/07/2021 through 12/06/2026.

**H)**

New term contract with G A Food Service of Pinellas County LLC DBA GA Food Service LLC for \$1,502,848 for culturally diverse and diabetic friendly home delivered meals from 01/01/2022 through 12/31/2022.

**I)**

Ratification of approval for of an extension and increase of \$1,000,000 to the Federally Funded Emergency Contract Federally Funded Emergency Contract with The Palm Beach County Food Bank, Inc for food distribution assistance for a total of \$1,250,000 from 10/01/2021 through 12/30/2021.

**J)**

TDC: Corporation for Travel Promotion d/b/a Brand USA will provide marketing services to Discover Palm Beach County, Inc. for a term of one year ending in 2022. Fees for these services are \$400,000.

**K)**

TDC: ASAE will provide marketing services to Discover Palm Beach County, Inc. for a term beginning October 1, 2021, and ending September 30, 2024. The fee for these services is \$408,000, with \$34,000 paid quarterly.

**L)**

Risk Management - Workers' Compensation Claim Settlement for Michael Jones for \$85,000.

**M)**

Risk Management - Workers' Compensation Claim Settlement for Kenneth Isyk for \$60,000.



**INTEROFFICE MEMORANDUM**

**DATE:** December 1, 2021

**TO:** Melissa Corrales  
Clerk's Office

**FROM:** Joan Hutchinson *JH*  
TDC

**RE:** Sub-Agreements

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I have attached two (2) copies of two (2) marketing subcontracts:

- Corporation for Travel Promotion d/b/a Brand USA will provide marketing services to Discover Palm Beach County, Inc. for a term of one year ending in 2022. Fees for these services are \$400,000.
- ASAE will provide marketing services to Discover Palm Beach County, Inc. for a term beginning October 1, 2021, and ending September 30, 2024. The fee for these services is \$408,000, with \$34,000 paid quarterly.

Will you please add these to the next "contract list" for BCC approval? Following approval, I am requesting one (1) copy of each document returned to this office. If you have any questions, please call me at 233-3131.

Tdc/subcontracts2022/Memo

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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 A</u> USIC Holdings, Inc dba USIC Locating Services, LLC	Increase of term contract for utility locating services for the period 12/19/2020 through 03/18/2022 per Master Agreement #18027C.	Increased Amount: \$310,000.00 Total with increase: \$1,190,000.00 S/M/WBE: \$0 Original Contract Amount: \$585,000.00	Water Utilities Department 4001-720-2521-4615	Scarlett	

The County has expended or encumbered \$787,572 (\$71,597/month) during the previous eleven (11) months of the current fifteen (15) month term contract. Water Utilities Department requests an increase of \$310,000 over the previous authorized amount of \$880,000 inclusive of the Purchasing Director's ten percent (10%) authority for the remaining four (4) months of the current term contract. This increase is necessary due to the increase in construction and underground work over the last several months, which has resulted in an increase of utility locating service requests. The contract amount for the: (i) initial twelve (12) month term was \$585,000, with \$490,894 expended; (ii) first twelve (12) month renewal term was \$585,000, with \$575,747 expended; and (iii) second twelve (12) month renewal term was \$800,000, with \$758,354 expended. This term contract has no renewal options. Awardee is located out of State. No responsive S/M/WBE vendor bid within ten percent (10%) of the low bidder. The Goal Setting Committee recommended an SBE price preference for this solicitation.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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<b>EXHIBIT B</b>					
Elite Removal Services, Inc.	Renewal of term contract for medical examiner transportation services for the period 12/19/2021 through 12/18/2022 per Master Agreement #18009D.	\$300,000.00 S/M/WBE: 100% Original Contract Amount: \$180,000.00	Medical Examiner's Office 0001-670-4100-3401	Scarlett	

The County has expended or encumbered \$172,406 (16,820/month) during the previous ten and a half (10.5) months of the current twelve (12) month term contract. Due to the anticipated caseload and ongoing Covid-19 related deaths, \$300,000 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 \$180,000, which was increased to \$199,999, with \$199,892 expended; (ii) first twelve (12) month renewal term was \$200,000, with \$188,525 expended; (iii) second twelve (12) month renewal term was \$200,000, which was increased to \$340,000, with \$215,245 expended; and (iv) third twelve (12) month renewal term was \$300,000. 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 contract is being renewed to avoid a gap in service pending OEBO review for renewal.

<b>EXHIBIT C</b>					
Community Tree & Landscape Service Inc	Renewal of term contract for tree removal services for the period 12/17/2021 through 12/16/2022 per Master Agreement #19053RB.	\$295,500.00 S/M/WBE: \$0 Original Contract Amount: \$271,000.00	Countywide  Lead Department: Parks & Recreation Department	Scarlett	

The County has expended or encumbered \$139,468 (\$13,283/month) during the previous ten and one half (10.5) months of the current twelve (12) month term contract. Due to anticipated tree removal services at County parks and golf courses, roadways, bridges, Fire Stations, and various County buildings, \$295,500 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 \$271,000, with \$124,938 expended; and (ii) the first twelve (12) month renewal term was \$334,000. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located outside Palm Beach County in the City of Port Salerno, Florida. The original contract was established by a competitive solicitation process. No responsive S/M/WBE vendor bid within ten percent (10%) of the low bidder. The Goal Setting Committee recommended an SBE Price Preference for this solicitation.



**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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> Harcros Chemicals Inc.	Renewal of term contract for corrosion inhibitors for the period 12/18/2021 through 12/17/2022 per Master Agreement #SS150957B.	\$430,000.00 S/M/WBE: \$0 Original Contract Amount: \$430,000.00	Water Utilities Department 4001-720-2531-4615 4001-720-2532-4615 4001-720-2533-4615 4001-720-2535-4615 4001-720-3GUA-4615	Scarlett	

The County has expended or encumbered \$343,451 (\$31,949/month) during the previous ten and three quarter (10.75) months of the current twelve (12) month term contract. \$430,000 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 \$430,000 with \$319,571 expended; and (ii) first twelve (12) month renewal term was \$430,000. This term contract has two (2) twelve (12) month renewal options remaining. Awardee is located outside of Palm Beach County in the City of Tampa, Florida. This is a sole source provider who is not a certified S/M/WBE. This sole source contract is exempt from the EBO Ordinance.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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> Tripp Electric Motors, Inc.	Renewal of term contract for pump, motor and equipment maintenance and repair services for the period 12/19/2021 through 12/18/2022 per Master Agreement #18010D.	\$2,073,800.00 S/M/WBE: 100% Original Contract Amount: \$1,217,916.00	Countywide  Lead Department: Water Utilities Department	Scarlett	

The County has expended or encumbered \$2,017,764 (\$187,699/month) during the previous ten and three quarter (10.75) months of the current twelve (12) month term contract. Due to unexpected repairs and maintenance of pumps and motors for the County's large inventory of equipment, \$2,073,800 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 \$1,217,916, with \$754,019 expended; (ii) first twelve (12) month renewal term was \$1,275,000, which was increased to \$1,402,500, with \$1,324,230 expended; (iii) second twelve (12) month renewal term was \$1,871,000, with \$1,771,070 expended; and (iv) third twelve (12) month renewal term was \$1,883,000, which was increased to \$2,071,300. 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 the OEBO.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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 F</u> IXOM Watercare Inc.	New term contract for IXOM Watercare Miex DOC Resin for the period 12/09/2021 through 12/08/2022 per Master Agreement #SS300602.	\$479,745.00 S/M/WBE: \$0	Water Utilities Department 4001-720-2531-4615 4001-720-2532-4615 4001-720-2533-4615 4001-720-2535-4615 4001-720-3GUA-4615	Scarlett	

The County has expended or encumbered \$471,636 (\$42,876/month) during the previous eleven (11) months of the current twelve (12) month term contract. Due to the need for treatment and removal of negatively charged organic ions from drinking water, \$479,745 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 out of State. This is a sole source provider who is not a certified S/M/WBE. This sole source contract is exempt from the EBO Ordinance.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
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<p><b>EXHIBIT G</b>                      Coastal Fitness-Discount Cardio and Training Inc d/b/a Coastal Fitness; Centurion Partners Health And Fitness d/b/a Fitnessmith; Commercial Fitness Products, Inc.</p>	<p>New term contract for physical fitness equipment and accessories for the period 12/07/2021 through 12/06/2026 per Master Agreement #21039.</p>	<p>\$474,300.00                      S/M/WBE: \$0</p>	<p>Countywide                       Lead Department:                      Fire Rescue Department</p>	<p>Scarlett</p>	
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The County has expended or encumbered \$442,473 (\$6,146/month) during the previous seventy-two (72) month term contract. Due to the need for new equipment and to replace inoperative physical fitness equipment for County Fire Rescue stations, Water Utilities locations, High Ridge Family Center and other County facilities, \$474,300 is needed to meet the County's requirements through the expiration of this new sixty (60) month term contract. Two (2) Awardees are located in Palm Beach County and one (1) Awardee is located outside Palm Beach County in the City of Sunrise, Florida. No S/M/WBE vendor submitted a bid on this project. This item was reviewed by the Goal Setting Committee and an SBE Price Preference was approved.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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>					
G A Food Service of Pinellas County LLC DBA GA Food Service LLC	New term contract for culturally diverse and diabetic friendly home delivered meals for the period 01/01/2022 through 12/31/2022 per Master Agreement #F21068.	\$1,502,848.00 S/M/WBE: \$0	Community Services Department 1006-144-1443-3419 1006-144-1458-3419 1006-144-1459-3419 1006-144-1481-3419	Scarlett	

The County has expended or encumbered \$1,748,428 (\$148,802/month) during the previous eleven and three quarter (11.75) months of the current fourteen (14) month term contract. Due to Federal grant funding received, \$1,502,848 is available to meet the County's requirements through the expiration date 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 St. Petersburg, Florida. This Federally funded contract is exempt from the EBO Ordinance.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**12/07/2021**

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> The Palm Beach County Food Bank, Inc.	Ratification of the approval of an extension and increase to the Federally Funded Emergency Contract for food distribution assistance for the period 10/01/2021 through 12/30/2021.	Increased Amount: \$1,000,000.00 Total with increase: \$1,250,000.00 S/M/WBE: \$0 Original Contract Amount: \$250,000.00	Community Services Department 1160-140-CVO2-4900	Scarlett	

The Department of Community Services requested: (i) an increase of \$1,000,000 over the previous authorized amount of \$250,000 for emergency feeding assistance; and (ii) a one-half (.5) month extension to the current two and one-half (2.5) month ongoing contract. The County has partnered with The Palm Beach County Food Bank, Inc. ("Food Bank"), a not for profit corporation, to assist with a food shortage caused by a drop in donations because of supply chain issues and a slow transition to The Emergency Food Assistance Program ("TEFAP"), a federal contract. The Food Bank will purchase food through its existing food brokers and other available sources to address food needs and distribution to its partner agencies, which may include pantries, shelters and feeding kitchens located in Palm Beach County. This increase of \$1,000,000 and extension of the expiration date of the contract is necessary to meet additional and ongoing needs of the Food Bank through December 30, 2021. Due to the ongoing effects of the COVID-19 pandemic, the County has agreed to reimburse the Food Bank a maximum amount of \$1,250,000. All expenditures must be completed by November 30, 2021. Due to emergency circumstances and the immediate necessity for these essential services during the Covid-19 pandemic, the Purchasing Director approved the First Amendment to the Contract and is seeking the Board's ratification of the Purchasing Director's approval of the same. Awardee is located in Palm Beach County. This First Amendment to the Contract is being funded with CARES Act funds and is exempt from the EBO Ordinance.

**TOTAL AMOUNT OF CARES ACT AWARDS: \$1,000,000.00**  
**TOTAL AMOUNT OF ALL AWARDS: \$6,866,193.00**



**Risk Management Department**

100 Australian Avenue, Suite 200

West Palm Beach, FL 33406

(561) 233-5400

Fax: (561) 233-5420

www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

Robert S. Weinroth, Mayor

Gregg K. Weiss, Vice Mayor

Maria G. Marino

Dave Kerner

Maria Sachs

Melissa McKinlay

Mack Bernard

**County Administrator**

Verdenia C. Baker

**Palm Beach County**

**INTER-OFFICE COMMUNICATION**

To: Marisa Valentin  
Minutes Coordinator

From: Scott Marting *SM*  
Director - Risk Management

Date: November 23, 2021

Subject: Workers' Compensation Settlements for Board Approval

Please add the attached schedule of Settlements for Approval to the list for BCC approval at the next meeting. Following Board approval, please return one copy of the approved agenda item summary and the schedule of settlements to my attention. Please call Harry George at 233-5417 if you have any questions regarding this matter.

Thank you.

Attachment(s)

c. Nancy Bolton, Assistant County Administrator  
David Ottey, Chief Assistant County Attorney

**RISK MANAGEMENT DEPARTMENT SETTLEMENTS FOR APPROVAL  
BOARD OF COUNTY COMMISSIONERS MEETING  
12/21/2021**

Exhibits	Name	Type of Claim	Date of Claim	Amount
A.	Michael Jones	Workers' Compensation	9/13/2017	\$85,000.00
B.	Kenneth Isyk	Workers' Compensation	7/1/2019; 8/19/2020	\$60,000.00

**CLAIM SETTLEMENTS TOTAL:**

**\$145,000.00**

**NOTE:** Workers' Comp claims settlements must be reviewed and approved by a Judge of Compensation Claims prior to payment.