

AGENDA ITEM 3.B.3

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: JULY 12, 2022 (X) Consent () Regular
 () Workshop () Public Hearing

Department Submitted By: Clerk of the Circuit Court & Comptroller

Department Submitted For: Joseph Abruzzo, Clerk of the Circuit Court & Comptroller

I. EXECUTIVE BRIEF

Motion and Title:

Motion to approve the contracts and claims settlements' list as submitted by various departments to the Clerk & Comptroller's Office, cumulatively totaling **\$9,356,262.66**

Summary:

The appropriate County staff has executed each contract for the attached lists and each contract will be effective on approval of the Board of County Commissioners (BCC) unless a later effective date is referenced.

Background and Justification:

The Palm Beach County Purchasing Ordinance and R-94-702 delegate certain contracts execution to appropriate county staff. However, these contracts require BCC approval before becoming effective.

Attachments:

Lists identifying contracts:

1) PURCHASING	\$	9,338,095.00
2) TOURIST DEVELOPMENT COUNCIL	\$	18,167.66
3) RISK MANAGEMENT	\$	<u>00.00</u>
TOTAL	\$	9,356,262.66

Recommended by:  7/8/22

Liana Figueroa, Manager - Finance Services

Date

Approved by: _____

N/A

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

<u>Fiscal Years</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</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

PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL
BOARD OF COUNTY COMMISSIONERS MEETING DATE OF
07/12/2022

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> Universal Blinds & Shutters, Inc; Clean Air Restoration, Inc., dba Chandler Construction Company	Increase of term contract for pre-qualification of vendors for repair, replacement and/or installation of window treatments for the period 11/28/2019 through 11/27/2024 per Master Agreement #19034.	Increased Amount: \$62,000.00 Total with increase: \$261,000.00 S/M/WBE: \$0 Original Contract Amount: \$199,000.00	Countywide Lead Department: Facilities Development & Operations Department	Cooper

The County has expended or encumbered \$85,510 (\$2,827/month) during the previous thirty and one quarter (30.25) months of the current sixty (60) month term contract. An increase of \$62,000 over the previous authorized amount of \$199,000, for the remaining twenty-nine and three quarter (29.75) months of the current term contract is necessary due to an increase in new and existing buildings requiring window treatments. 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 full term of the term contract. Awardees are located in Palm Beach County. This term contract has no renewal options. No S/M/WBE vendor submitted a bid on this project. The Goal Setting Committee recommended an SBE Price Preference for this solicitation.

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EXHIBIT B DUVAL FORD LLC dba Duval Ford; Bozard Ford Co.; Stingray Chevrolet, LLC dba Stingray Chevrolet; Coggin Cars LLC dba Coggin Toyota; Alan Jay Ford Lincoln Mercury; ASBURY AUTOMOTIVE BRANDON LP dba COURTESY CDJR; Terry Taylor's Deland Nissan, Inc dba Deland Nissan; Alan Jay Import Center Inc. dba Alan Jay Toyota	Increase of term contract for purchase of pursuit, administrative, and other vehicles for the period 11/17/2020 through 09/30/2022 per Master Agreement #555520.	Increased Amount: \$5,287,000.00 Total with increase: \$18,805,162.50 S/M/WBE: \$0 Original Contract Amount: \$11,668,162.50	Countywide Lead Department: Facilities Development & Operations Department /Fleet Management	Cooper

The County has expended or encumbered \$12,616,868 (\$655,422/month) during the previous nineteen and one quarter (19.25) months of the current twenty-two and one half (22.5) month term contract. Due to increases in vehicle pricing for the approved FY22 budget to purchase new and replacement vehicles, Fleet Management Division is requesting an increase of \$5,287,000, over the previous authorized amount of \$13,518,162.50, for the remaining three and one quarter (3.25) months of the current term contract for the purchase of 121 vehicles. This purchase is off the Florida Sheriff's Association Contract #FSA20-VEL28.0, and has no renewal options. Additionally, approval is requested to add vendors and/or items, as necessary, during the term of the contract as allowed by the originating entity. Awardees are located outside Palm Beach County in the cities of Jacksonville (2), St. Augustine, Plant City, Sebring (2), Deland and Tampa, Florida. There is no S/M/WBE currently certified for this commodity or service. This item was reviewed and approved by the OEBO.

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<u>EXHIBIT C</u> HACH COMPANY DIV DANAHER ENVIRONMENTAL WATER DBA HACH	Renewal of term contract for Hach instrumentation products, parts, preventative maintenance and repairs for the period 07/19/2022 through 07/18/2023 per Master Agreement #SS150946C.	\$840,000.00 S/M/WBE: \$0 Original Contract Amount: \$840,000.00	Water Utilities Department 4001-720-3240-4615 4001-720-2460-4615 4001-720-2521-4615 4001-720-6GUA-4615 4001-720-2582-4615	Cooper

The County has expended or encumbered \$798,417 (\$74,271 /month) during the previous ten and three-quarter (10.75) months of the current twelve (12) month term contract. Due to planned maintenance, repair, and replacement of parts resulting from age, condition and sensitivity of the analytical instruments, as well as the need for calibration and testing of equipment, \$840,000 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 \$840,000, with \$589,719 expended; (ii) first twelve (12) month renewal term was \$840,000, with \$721,155 expended; and (iii) second twelve (12) month renewal term was \$840,000. This term contract has one (1) twelve (12) month renewal option remaining. 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.

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<u>EXHIBIT D</u> Rechtien International Trucks, Inc.	Renewal of term contract for International- Navistar OEM parts and services for the period 07/16/2022 through 07/15/2023 per Master Agreement #SS250600C.	\$334,000.00 S/M/WBE: \$0 Original Contract Amount: \$334,000.00	Fire Rescue Department 1300-440-4212-4620 Facilities Development & Operations Department 5000-410-7220-4607 Lead Department: Fire Rescue Department	Cooper

The County has expended or encumbered \$97,890 (\$8,701/month) during the previous eleven and one quarter (11.25) months of the current twelve (12) month term contract. Due to the continued need for International-Navistar OEM parts and services, \$334,000 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 \$334,000, with \$104,937 expended; (ii) first twelve (12) month renewal term was \$334,000, with \$84,875 expended; and (iii) second twelve (12) month renewal term was \$334,000. This term contract has one (1) twelve (12) month renewal option remaining. Awardee is located in Palm Beach County. Awardee is a sole source provider who is not a certified S/M/WBE. This sole source contract is exempt from the EBO Ordinance.

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<u>EXHIBIT E</u> Baker & Taylor, LLC	Renewal of term contract for new and popular leased books for the period 08/01/2022 through 07/31/2023 per Master Agreement #20004B.	\$1,500,000.00 S/M/WBE: \$0 Original Contract Amount: \$1,500,000.00	Library 1180-320-3200-4403	Cooper

The County has expended or encumbered \$1,307,227 (\$121,603/month) during the previous ten and three quarter (10.75) months of the current twelve (12) month term contract. Due to estimated quantities needed to meet the County's demand for leased books throughout the Library system, \$1,500,000 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 \$1,500,000, with \$1,307,227 expended; and (ii) second twelve (12) month renewal term was \$1,500,000. 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. There is no S/M/WBE currently certified for this commodity or service. This item was reviewed by the OEBO and a Waiver of API Requirements was approved.

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<u>EXHIBIT F</u> Palm Beach Embroidery USA, Inc.; Big Al's Sporting Goods Emporium Inc d/b/a Big Al's Pin High Apparel; KPA Promotions & Awards Inc; Seacoast Embroidery Inc d/b/a Seacoast Uniforms; Lion Ink Printing Inc; Global Trading, Inc.; Yany LLC; Prison Rehabilitative Ind. & Diversified Ent. Inc d/b/a PRIDE Enterprises; Printer's Ink, LLC d/b/a Express Press; Daniel C Brewer d/b/a Brewer & Associates LLC	New term contract for the purchase of work uniforms, clothing and accessories for the period 07/12/2022 through 07/11/2027 per Master Agreement #22073.	\$470,600.00 S/M/WBE: Amount Dependent Upon Usage	Countywide Lead Department: Parks & Recreation Department	Cooper

The County has expended or encumbered \$99,194 (\$6,725/month) during the previous fourteen and three quarter months (14.75) months of the current fifteen (15) month term contract. Due to this pre-qualification contract replacing the main clothing contract and several small expired contracts for the purchase of work uniforms, clothing and accessories, \$470,600 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. Seven (7) Awardees are located in Palm Beach County, one (1) Awardee is located outside Palm Beach County in the City of Brandon, Florida, and two (2) Awardees are located out of State. Palm Beach Embroidery USA, Inc. is a certified SBE vendor and Lion Ink Printing Inc is a certified S/MBE vendor. The Goal Setting Committee recommended an SBE Reserve for Goods and Other Services between \$5,000 and \$100,000 SBE Quotations required and an SBE Price Preference for this solicitation.

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<u>EXHIBIT G</u> Tropic Fence Inc	Re-Award of term contract for post and rail fencing for the period 06/23/2022 through 06/22/2023 per Master Agreement #22026.	\$844,495.00 S/M/WBE: Amount Dependent Upon Usage Original Contract Amount: \$844,495.00	Countywide Lead Department: Environmental Resources Management Department	Cooper

The County has expended or encumbered \$0 (\$0/month) during the previous one quarter (0.25) month of the current twelve (12) month term contract. Due to the recent termination of the original primary Awardee for this contract, approval is requested for a new term contract with the second lowest, responsive/responsible bidder effective July 12, 2022. This term contract has four (4) twelve (12) month renewal options. Awardee is located in Palm Beach County and is a certified SBE vendor. No responsive S/M/WBE vendor bid within 10% of the low bidder. The Goal Setting Committee recommended an SBE Price Preference for this solicitation.

TOTAL AMOUNT OF ALL AWARDS: \$9,338,095.00



INTEROFFICE MEMORANDUM

DATE: June 23, 2022

TO: Felicia Landerman
Clerk's Office

FROM: Joan Hutchinson 
TDC

RE: Sub-Agreement

I have attached two (2) copies of one (2) Discover Palm Beach County subcontract:

- Simpleview, LLC will provide Web-based Applications and Customer Relationship Management to Discover Palm Beach County beginning on October 1, 2022 and ending September 30, 2023. This Agreement may be renewed for a maximum of four, one year renewal periods. The fee for these services is paid in monthly installments of \$8,834.33.

Will you please add this to the next "contract list" for BCC approval? Following approval, I am requesting one (1) copy of the document returned to this office. If you have any questions, please call me at 233-3133.



INTEROFFICE MEMORANDUM

DATE: June 23, 2022

TO: Felicia Landerman
Clerk's Office

FROM: Joan Hutchinson *JH*
TDC

RE: Sub-Agreement

I have attached two (2) copies of one (2) Discover Palm Beach County subcontract:

- Zimmerman Agency, LLC, will resume providing services after a suspension of their agreement due to COVID-19. The new term for this agreement will be April 1, 2022, and ending September 30, 2023. No additional costs are associated with the agreement.

Will you please add this to the next "contract list" for BCC approval? Following approval, I am requesting one (1) copy of the document returned to this office. If you have any questions, please call me at 233-3133.



INTEROFFICE MEMORANDUM

DATE: June 9, 2022

TO: Felicia Landerman or Michael Florio
Clerk's Office

FROM: Joan Hutchinson *JH*
TDC

RE: Sub-Agreement

I have attached two (2) copies of one (2) Palm Beach County Film & Television subcontract:

- Olympusat, LLC will provide services to operate and maintain The Palm Beaches TV for a term beginning August 1, 2022 and ending July 30, 2027. The fee for these services is \$590,000, paid in monthly installments of \$9,333.33.

Will you please add this to the next "contract list" for BCC approval? Following approval, I am requesting one (1) copy of the document returned to this office. If you have any questions, please call me at 233-3133.