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Agenda Item #: 3H-5

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: October 4, 2022 [X] **Consent** [ ] **Regular**
[ ] **Ordinance** [ ] **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	Status	SBE or Non-SBE
Solarguard Roofing, Inc.	Non-Local	Non-SBE

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 thirty-five (35) prequalified contractors for a total of thirty-six (36) prequalified contractors with a contract expiration date of February 10, 2025. The specific requirements of the work will 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 $15,000,000. 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 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 calendar days before the bid due date. This minor construction 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 less than $100,000; or 2) 10% Small Business Enterprises (SBE) Price Preference for single-trade projects greater than $100,000; or 3) a minimum mandatory 25% SBE subcontracting goal for multi-trade projects. 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. To date, the cumulative S/M/WBE participation for all work orders under the annual minor construction contract is 77.08%. **(Capital Improvements) Countywide (MWJ)**

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 thirty-five (35) contractors pre-qualified 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. Contract for Solarguard Roofing, Inc.
2. Annual Contract – Minor Construction # 19602: Control Sheet

Recommended By: _____ 9/2/22
Department Director **Date**

Approved By: _____ 9/22/22
County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	**2023**	**2024**	**2025**	**2026**	**2027**
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 (Board) approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from projects previously approved by the Board.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

9/7/22
OFMB 9/7 9/7 ESW 9/7/22

9/20/22
Contract Development and Control

B. Legal Sufficiency:

9/21/22
Assistant County Attorney

C. Other Department Review:

_____
Department Director