

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: June 6, 2023

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.


<u>Contractor</u>	<u>Status</u>	<u>SBE or Non-SBE</u>
JF Acquisition, LLC DBA JF Petroleum Group	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-owned properties on an as needed basis. The Contractor now joins the list of thirty-seven (37) prequalified contractors for a total of thirty-eight (38) 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 minor construction contract. These contracts are five (5) year indefinite-quantity contracts with a maximum cumulative value of \$25,000,000 across all prequalified contractors. Work will be awarded as work orders on a lump-sum, competitively bid basis across all prequalified contractors. Contractors may qualify at any time and be added to this annual minor construction contract before the term ends. Projects less than \$100,000 are bid among the pool of certified Small Business Enterprise (SBE) contractors, when three (3) or more small businesses are qualified under the contract. Projects \$100,000 or greater are advertised on the vendor self-service (VSS) website while projects \$200,000 or greater are additionally advertised in the newspaper. The bidding pool is further expanded to include additional bidders responding to the specific project advertisement that submit a qualification application at least ten (10) calendar days before the bid due date. The annual minor construction contract was presented to the Goal Setting Committee on August 21, 2019 and the Committee established three Affirmative Procurement Initiatives (APIs): 1) sheltered market for projects under \$100,000; or 2) 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 on a single trade project \$100,000 or greater; or 3) a mandatory 25% SBE subcontracting goal for a multi-trade project \$100,000 or greater. 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 59.13%. **(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-seven (37) contractors already pre-qualified for the contract. Work will be awarded as work orders on a lump-sum, competitively bid basis across all prequalified contractors. Projects less than \$100,000 are bid among the pool of certified SBE contractors, when three (3) or more small businesses are qualified under the contract. Projects \$100,000 or greater are advertised on the VSS website while projects \$200,000 or greater are additionally advertised in the newspaper. The bidding pool is further expanded to include additional bidders responding to the specific project advertisement that submit a qualification application at least ten (10) calendar days before the bid due date. Contractors may qualify at any time and be added to this annual minor construction contract before the term ends.

Attachments:

1. Contract for JF Acquisition, LLC DBA JF Petroleum Group
2. Annual Contract – Minor Construction # 19602: Control Sheet

Recommended By:  5/11/23
Department Director Date

Approved By:  5/10/23
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	<u>_____*</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
# 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 submitted 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:

ASDell 5/4/23
OFMB QASB

D.S. Jones 5/9/23
Contract Development and Control
fm 5/5/23

B. Legal Sufficiency:
_____ 5/9/23
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.