This agenda item is more than 100 pages and may be viewed in Minutes.

Agenda Item #: 3H-5

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	**October 17, 2023**	**[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 overhead door replacement services on an as-needed basis through October 16, 2028.

Contractor	Status	SBE or Non- SBE
Door Systems of South Florida, Inc.	Non-Local	Non-SBE

Summary: The purpose of this annual contract is to pre-qualify contractors to provide overhead door replacement services on an as-needed basis. The specific requirements of the work shall be determined by individual work orders issued against this annual overhead door replacement services contract. These contracts are five (5) year indefinite-quantity contracts with a maximum cumulative value of $5,000,000 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 overhead door replacement services 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 and are bid among the pool of pre-qualified contractors while projects $200,000 or greater are advertised on the VSS website and additionally advertised in the newspaper. The bidding pool is further expanded, for projects $100,000 or greater, 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 overhead door replacement services contract was presented to the Goal Setting Committee on April 5, 2023 and the Committee established Affirmative Procurement Initiatives (APIs) of sheltered market for projects less than $100,000 (when three (3) or more small businesses are qualified under the annual contract) or an SBE contractor will be given a price preference if its bid is within 10% of the lowest non-small business bid. 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. **(Capital Improvements) Countywide (MWJ)**

Background and Justification: The pre-qualification for this contract was advertised on April 23, 2023. The contractor has met the established criteria. 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 and are bid among the pool of pre-qualified contractors while projects $200,000 or greater are advertised on the VSS website and additionally advertised in the newspaper. The bidding pool is further expanded, for projects $100,000 or greater, 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 overhead door replacement services contract before the term ends.

Attachment:
Contract for Door Systems of South Florida, Inc.

Recommended By: _____ 9/21/23
Department Director **Date**

Approved By: _____ 10/3/23
County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	**2024**	**2025**	**2026**	**2027**	**2028**
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 approval will be submitted to the Board of County Commissioners and fiscal impact will be addressed at that time; otherwise, funding will come from projects previously approved by the Board of County Commissioners.

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

9/22/2023
OFMB 9/22 9-22-23

9/29/23
Contract Development and Control 9/29/23

B. Legal Sufficiency:

10/3/23
Assistant County Attorney

C. Other Department Review:

_____
Department Director

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