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Agenda Item #: 3H-2

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: November 21, 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 annual Indoor Air Quality (IAQ) remediation services on an as-needed basis through August 21, 2028.

Contractor	Status	SBE or Non-SBE
Decon Environmental & Engineering, Inc.	Non-Local	Non-SBE

Summary: On August 22, 2023, the Board of County Commissioners (Board) approved the annual IAQ remediation services contract. The work consists of indoor air quality, infectious disease and blood borne pathogen remediation services on an as needed basis. The Contractor now joins the list of seven (7) prequalified contractors for a total of eight (8) prequalified contractors with a contract expiration date of August 21, 2028. The specific requirements of the work will be determined by individual work orders issued against this annual IAQ remediation services contract. These contracts are five (5) year indefinite-quantity contracts with a maximum cumulative value of $3,000,000 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 IAQ remediation 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 IAQ remediation services contract was presented to the Goal Setting Committee on March 15, 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 for projects $100,000 or greater 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. To date, there is no cumulative S/M/WBE participation for any work order under the annual IAQ remediation services contract. **(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 and now joins the list of seven (7) 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 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 IAQ remediation services contract before the term ends.

Attachments:
1. Contract for Decon Environmental & Engineering, Inc.
2. Annual Contract – IAQ 2023-024092: Control Sheet

Recommended By: _____ 10/19/23
Department Director **Date**

Approved By: _____ 10/28/23
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	
Is this item using Federal Funds?	Yes		No	X
Is this item using State Funds?	Yes		No	X

Budget Account No: Fund ___ Dept ___ Unit ___ Object ___

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:

10/23/2023
OFMB OA 10/23 10-23-23

10/25/23
Contract Development and Control 10/25/23

B. Legal Sufficiency:

10/25/23
Assistant County Attorney

C. Other Department Review:

_____
Department Director

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