Agenda Item #: 3H-9

PALM BEACH COUNTY **BOARD OF COUNTY COMMISSIONERS** AGENDA ITEM SUMMARY

Meeting Date: January 23, 2024	[X] Consent [] Ordinance	[] Regular [] Public Hearing
Department: Facilities Development & Ope	rations	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: an annual contract with the following contractor for Heating, Ventilation and Air Conditioning (HVAC) services on an as-needed basis through January 6, 2025.

Contractor Carrier Corporation Local

SBE or Non-SBE

Non-SBE

Summary: On January 7, 2020, the Board of County Commissioners (Board) approved the annual HVAC contract (R2020-0019 through R2020-0023). The work consists of HVAC services related to system and component installations, upgrades, replacements, modifications and repairs to County-owned properties on an as needed basis. The Contractor now joins the list of twenty-three (23) prequalified contractors for a total of twentyfour (24) prequalified contractors with a contract expiration date of January 6, 2025. The specific requirements of the work will be determined by individual work orders issued against this annual HVAC contract. These contracts are five (5) year indefinite-quantity contracts with a maximum cumulative value of \$23,000,000 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 HVAC 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 HVAC contract was presented to the Goal Setting Committee on August 21, 2019 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, the cumulative S/M/WBE participation for all work orders under the annual HVAC contract is 27.59%. (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 twenty-three (23) contractors already prequalified 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 HVAC contract before the term ends.

Attachments:

- 1. Contract for Carrier Corporation
- 2. Annual Contract HVAC 19601: Control Sheet

C. legar Department Director ounty Administrator

II. FISCAL IMPACT ANALYSIS

A.	Five Year Summary of Fisc	eal Impact:				
Fisc	eal Years	2024	2025	2026	2027	2028
Ope Ext	oital Expenditures erating Costs ernal Revenues Kind Match (County					
NE'	Γ FISCAL IMPACT	*			-	100 - 100 -
	DDITIONAL FTE SITIONS (Cumulative)					
Is t	tem Included in Current Bud his item using Federal Funds' his item using State Funds?		Ye Ye Ye	s	No NoX NoX	
Buc	lget Account No: Fund	_ Dept _	Unit _	Objec	t	
В.	Recommended Sources of	Funds/Sum	mary of Fiscal	Impact:		
Com	nere is no fiscal impact assormissioners (Board) approval was otherwise, funding will come Departmental Fiscal Revie	ill be submit from project	ted to the Board	and fiscal important and fisca	pact will be add	-
A.	OFMB Fiscal and/or Cont OFMB OA WIS	ract Develo		nts:	Jaul ad Control	Dearl 12/22/
В.	Legal Sufficiency: Assistant County Attorney	1/3/2	24			
C.	Other Department Review	y:				
	Department Director					

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