

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: March 5, 2024

Consent

Regular

Ordinance

Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: an increase to the maximum cumulative value for the sole source annual contract with Big Cypress Tiki Huts, Inc. (Big Cypress) in the amount of \$100,000 for the repair and replacement of Chickee Huts on an as-needed basis through October 7, 2024.

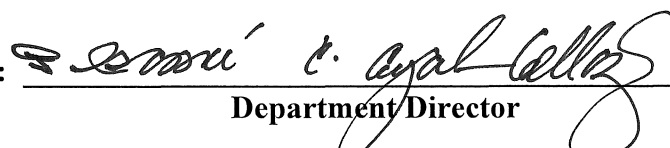
Summary: On October 8, 2019, the Board of County Commissioners (Board) approved the sole source annual contract with Big Cypress (R2019-1505) to repair and/or replace chickee huts. The chickee huts are the only product that meets the requirements for an open sided wooden hut with attached roof of palm and other traditional materials, and which does not incorporate electrical, plumbing, or non-wooden features. In addition, the style and design is consistent with traditional Seminole Indian customs and practices, which brings a historical and educational element to the County parks. Big Cypress is owned and operated by Seminole Indians and manufactures, installs and repairs the chickee huts. To date, the County has awarded work orders in the amount of \$409,876.95. In order to accommodate additional anticipated new projects required to be accomplished before this contract expires on October 7, 2024, staff is requesting to increase the maximum cumulative value for this contract in the amount of \$100,000. This increase will bring the maximum cumulative value of the sole source annual contract to \$600,000. In accordance with the Equal Business Opportunity (EBO) ordinance, sole source procurements are exempt from EBO requirements. The funding source will be identified on each work order, with the majority of the funding coming from the Parks and Recreation Fund. **(Capital Improvements) Countywide (MWJ)**

Background and Justification:

Big Cypress was the only qualified business to respond to the request for qualifications for chickee huts and is owned and operated by Seminole Indians. This firm manufactures, installs and repairs the chickee huts. In order to accommodate additional anticipated new projects required to be accomplished before the term of this contract expires on October 7, 2024, staff is requesting to increase the maximum cumulative value of the sole source annual contract with Big Cypress in the amount of \$100,000. This increase will bring the maximum cumulative value of the sole source contract to \$600,000.

Attachment:

Annual Contract – Chickee Hut 19601: Control Sheet

Recommended By:  1/31/24
Department Director Date

Approved By:  2/8/24
County Administrator Date

II. FISCAL IMPACT ANALYSIS

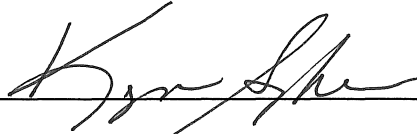
A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>_____*</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget:		Yes	<u>X</u>	No	_____
Is this item using Federal Funds?		Yes	_____	No	<u>X</u>
Is this item using State Funds?		Yes	_____	No	<u>X</u>

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: 

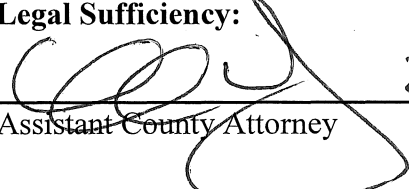
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 2/2/24
 OFMB GA 212
 ESW 2-2-2024

 2/5/24
 Contract Development and Control

B. Legal Sufficiency:

 2/7/24
 Assistant County Attorney

C. Other Department Review:

 Department Director

ANNUAL CONTRACT - CHICKEE HUT PAVILLIONS #19601: CONTROL SHEET

ORIGINAL CONTRACT + CAPACITY INCREASES (Approved 10/8/2019) \$500,000.00

CHICKEE HUT CONTRACT Expires 10/7/2024 \$500,000.00

INSERT BOARD INCREASES ABOVE THIS LINE

PROJECT INFORMATION							DOLLARS		SBE PARTICIPATION			
DATE APPROVED	PROJECT #	PROJECT NAME	FIRM	W.O. AMOUNT	W.O. #	SUPPLEMENT #	\$ TO DATE	\$ CAPACITY REMAINING	\$ SBE W.O.	\$ M/WBE W.O.	% SBE W.O.	% M/WBE W.O.
	CAPACITY REMAINING	Total SBE \$	Total M/WBE \$	Cumulative SBE %	Cumulative M/WBE %							
	\$90,123.05	0.00	0.00	0.00%								
		NAME OF FIRM / CONTRACT R#	FIRM	TOTAL WORK ORDERS	TOTAL SBE \$	CONTRACT CUMULATIVE SBE %	TOTAL M/WBE \$	CONTRACT CUMULATIVE M/WBE %				
	1	Big Cypress Tiki Huts - R2019-1505	Big Cypress	\$409,876.95	\$ -	0.00%	-					
		TOTAL		409,876.95	0.00	0.00%	0.00					

ANNUAL CONTRACT - CHICKEE HUT PAVILLIONS #19601: CONTROL SHEET

ORIGINAL CONTRACT + CAPACITY INCREASES (Approved 10/8/2019)

\$500,000.00

CHICKEE HUT CONTRACT Expires 10/7/2024

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			TOTAL	409,876.95	0.00		0.00%	0.00				