

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

Meeting Date: August 19, 2025

[X] Consent

☐ Regular

Workshop

☐ Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) an annual contract with the following contractor for electrical services on an as-needed basis through November 18, 2029; and

Contractor

South Atlantic Electric, Inc.

Status

Local

SBE or Non-SBE

SBE

- B) Work Order No. 25-007 (Work Order) to the annual electrical services contract with South Atlantic Electric, Inc. (Contractor) in the amount of \$199,550 for the West Boynton Park – Lighting Replacement project for a period of 180 calendar days from notice to proceed.**

Summary: On November 19, 2024, the Board of County Commissioners (BCC) approved the annual electrical services contract (R2024-1567 through R2024-1568). The work consists of electrical repairs, improvements and renovations to County-owned properties on an as-needed basis. The contractor now joins the list of 14 prequalified contractors for a total of 15 prequalified contractors with a contract expiration date of November 18, 2029. The specific requirements of the work will be determined by individual work orders issued against this annual electrical services contract. These contracts are five (5) year indefinite-quantity contracts with a maximum cumulative value of \$11,000,000 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 electrical services contract before the term ends. Projects less than \$150,000 are bid among the pool of prequalified contractors. Projects \$150,000 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 additionally advertised in the newspaper. The bidding pool is further expanded, for projects \$150,000 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 West Boynton Park – Lighting Replacement project consists of removing and properly disposing of existing metal halide light fixtures and installing new light emitting diode (LED) light fixtures in the roadway and parking lot areas of the park located at 6000 Northtree Boulevard in Lake Worth. **(Continued on Page 3)**

Background and Justification: (Continued on Page 3)

Attachments:

1. Contract for South Atlantic Electric, Inc.
2. Location Map for Work Order No. 25-007
3. Budget Availability Statement for Work Order No. 25-007
4. Work Order No. 25-007
5. Bid Summary for Work Order No. 25-007
6. Annual Contract – Electrical Services #P-2024-006257: Control Sheet
7. Nongovernmental Entity Human Trafficking Affidavit for Work Order No. 25-007
8. Emergency Ordinance Notification Letter

Recommended By:

Department Director

Date _____

Approved By:

County Administrator

Date _____

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	\$211,528				
Operating Costs					
External Revenues					
In-Kind Match (County					
NET FISCAL IMPACT	\$211,528				
# 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 Nos.:

Fund	3950	Dept	581	Unit	T162	Object	4611
CONSTRUCTION						\$199,550.00	
STAFF COSTS						\$ 11,977.50	
CONTINGENCY						\$ 0.00	
TOTAL						\$211,527.50	

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Funding for this project is from the Infrastructure Sales Tax Fund.

C. Departmental Fiscal Review: Robert Eric McCallan
HBO

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

ASD 7/17/25
OFMB CB 7/18
Edw 7.18.25
Shunda B. Mack 7/19/25
Contract Development and Control

B. Legal Sufficiency:

[Signature] 7/22/25
Assistant County Attorney

C. Other Department Review:

Jenny E. Curren
Department Director

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

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Summary: This Work Order authorizes the construction services necessary to furnish all labor, equipment, devices, tools, materials, transportation, professional services, supervision, shop drawings, permitting and all miscellaneous requirements necessary to upgrade the roadway and parking lot lighting. The new LED light fixtures will provide better and more efficient lighting, which is needed to ensure the safety of those using the park. This project was competitively advertised and new contractors were invited to bid on the project by submitting prequalification documents prior to the submission of the bid response. The Contractor will have 180 calendar days from notice to proceed to substantially complete the project. Liquidated damages for failure to achieve certification of substantial completion within the contract time or approved time extension thereof are \$120 per day. This Work Order was solicited pursuant to the annual electrical services contract and the requirements of the Equal Business Opportunity Ordinance. The annual electrical services contract was presented to the Goal Setting Committee on May 15, 2024 and the Committee established Affirmative Procurement Initiatives (APIs) of a sheltered market for projects less than \$100,000 (when three (3) or more small businesses are qualified under the annual contract) or 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 for projects \$100,000 or greater. However, on July 1, 2024, certain statutory changes took effect which require that the sheltered market for projects less than \$100,000 API be removed. Therefore, the annual electrical services contract will have an API of an SBE Price Preference where an SBE contractor will be given a price preference if its bid is within 10% of the lowest non-small business bid for each project. The SBE participation on this Work Order is 100%. To date, the Contractor's SBE participation on its annual electrical services contract is 100%. The overall SBE participation across all the annual electrical services contract to date is 77.65%. This contract is subject to emergency ordinance R2025-014 approved by the BCC on June 3, 2025. **Funding for this project is from the Infrastructure Sales Tax Fund. (Capital Improvements Division) District 2 (MWJ)**

Background and Justification: The pre-qualification for this contract was advertised on June 9, 2024. The contractor has met the established criteria and now joins the list of 14 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 \$150,000 are bid among the pool of prequalified contractors. Projects \$150,000 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 additionally advertised in the newspaper. The bidding pool is further expanded, for projects \$150,000 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 electrical services contract before the term ends. This project was openly, competitively advertised and procured. Bids for this project were opened on May 1, 2025 and the Contractor submitted the lowest responsive and responsible bid of the six (6) bids received.