

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

Meeting Date: October 20, 2020

[X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the one-time purchase, delivery and installation of construction-related furniture totaling \$405,714.12 to furnish the new Palm Tran South Expansion Facility as follows:

<u>LOT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>	<u>AMOUNT</u>
1	Lateral Files & Supply Cabinets	BERWIN, INC.	\$40,041.96
2	High Density File Unit	DESIGNERS WEST INTERIORS, INC.	\$48,522.00
3	Dry Erase Boards & Bulletin Boards	CI SOUTH FLORIDA, LLC	\$15,532.90
4	Lobby Furniture	BERWIN, INC.	\$12,672.00
5	Conference Room Furniture	KRUEGER INTERNTIONAL, INC.	\$13,335.65
6	Office Casegoods Furniture	BERWIN, INC.	\$56,333.00
7	Systems Furniture	BERWIN, INC.	\$73,000.00
8	Executive Furniture	BERWIN, INC.	\$6,146.20
9	Training & Other Tables	BERWIN, INC.	\$26,376.00
10	Seating	BERWIN, INC.	\$89,670.00
11	Miscellaneous	DESIGNERS WEST INTERIORS, INC.	\$4,800.00
12	Fitness Equipment	BSN SPORTS, LLC	\$16,587.41
13	Quiet Room Seating	DESIGNERS WEST INTERIORS, INC.	\$2,697.00
TOTAL			\$405,714.12

Summary: In January 2021 Palm Tran is projected to occupy the Palm Tran South Expansion Facility (Facility) that is currently under construction. This purchase of furniture to furnish the Facility is pursuant to a competitive invitation for bid process (IFB #13202-FFE). Approval of this item will authorize purchase orders for new furniture items in the total amount of \$405,714.12 solely for this new Facility and includes office desks and workstations, training and conference furniture, public forum furniture, staff fitness equipment, and seating. Funding for this purchase is from federal funds and is exempt from the Equal Business Opportunity (EBO) Ordinance. **(FDO Admin) District 7/Countywide (MJ)**

Background and Justification: On March 12, 2019, the Board approved Amendment No. 1 (R-2019-0377) to the construction management contract with The Morganti Group Inc. approving the construction of the Palm Tran South Expansion project. The expansion is currently under construction and slated for completion in January 2021. To timely furnish the Facility for occupancy it is necessary to procure and install the furniture that is the subject of this agenda item. This purchase of furniture to furnish the Facility is pursuant to a competitive invitation for bid process (IFB #13202-FFE). The solicitation was organized into various lots of like furniture to encourage competition by maximizing vendor participation. The resulting responsive low bids for the 13 lots totals \$405,714.12 across six different vendors. This federally funded purchase is exempt from the EBO Ordinance and is in an amount that exceeds the signature authority of the Department Director. Each purchase order will be placed immediately following the approval of this Board item in order to sustain the project schedule.

Attachments:

1. IFB #13202-FFE Bid Summary
2. Budget Availability Statement

Recommended by: *Zen* *Deanna L. Ayala Collier* *9/21/20*
Department Director Date

Approved by: *W. Baker*
County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

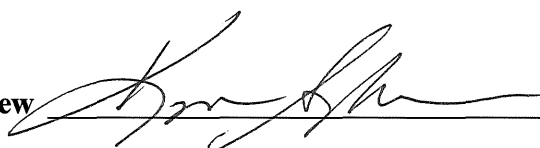
Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	<u>\$405,715</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$405,715</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included in Current Budget? Yes X No
 Does this item include use of federal funds? Yes X No

Budget Account No: Fund 1341 Dept. 542 Unit 5559 Object 5111 \$357,193
 Fund 1341 Dept. 542 Unit 5559 Object 6401 \$48,522

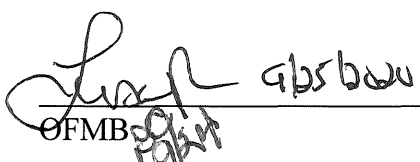
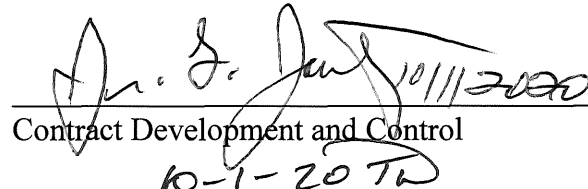
B. Recommended Sources of Funds/Summary of Fiscal Impact:

Funding for this item is from proceeds originating from the Federal Transit Administration (FTA).

C. Departmental Fiscal Review  _____

III. REVIEW COMMENTS:


A. OFMB Budget and/or Contract Development and Control Comments:

 _____ 6/1/24
 OFMB 9/25/2020
 _____ 10/1/2020
 Contract Development and Control
10-1-20 TW

B. Legal Sufficiency:


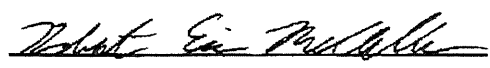
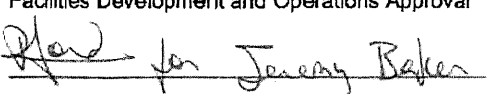
 _____ 10/6/2020
 Assistant County Attorney

C. Other Department Review:

 _____
 Department Director

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

ATTACHMENT 1

PALM BEACH COUNTY FACILITIES DEVELOPMENT & OPERATIONS DEPARTMENT COMPETITIVE QUOTATION SUMMARY		
Project Name:	Palm Tran South Expansion - Furniture and Furnishings, Purchase and Installation Of	
Project Number:	IFB #13202-FFE	
SOLICITATION DATE:	Thursday, June 18, 2020	
QUOTATION RECEIPT DATE:	Tuesday, August 4, 2020	
Lot	Vendor	Dollar Quotation
1	BERWIN, INC.	\$40,041.96
2	DESIGNERS WEST INTERIORS, INC.	\$48,522.00
3	CI SOUTH FLORIDA, LLC	\$15,532.90
4	BERWIN, INC.	\$12,672.00
5	KRUEGER INTERNATIONAL, INC.	\$13,335.65
6	BERWIN, INC.	\$56,333.00
7	BERWIN, INC.	\$73,000.00
8	BERWIN, INC.	\$6,146.20
9	BERWIN, INC.	\$26,376.00
10	BERWIN, INC.	\$89,670.00
11	DESIGNERS WEST INTERIORS, INC.	\$4,800.00
12	BSN SPORTS, LLC	\$16,587.41
13	DESIGNERS WEST INTERIORS, INC.	\$2,697.00
TOTAL - ALL LOTS		\$405,714.12
Bid opened by:  8/4/20 <small>SIGNATURE DATE</small>		
COMMENTS:		
LOT 2: The lowest bidder is non-responsive. The conditioned offer was provided by a third-party vendor, which is not acceptable as a bid response.		
LOT 3: The lowest bidder is non-responsive for failure to: 1) sign a federal certification form (Attachment IV, Exhibit 1 of the IFB) as required by Special Condition 21 of the IFB, and 2) provide descriptive literature on item #8.		
LOT 9: The lowest bidder is non-responsive for failure to meet technical specifications for technology (data) equipment in training tables for items #1, #2, #3 and #4 as required by Special Condition 21 of the IFB.		
LOT 11: The lowest bidder is non-responsive for failure to sign a federal certification form (Attachment IV, Exhibit 1 of the IFB) as required by Special Condition 28 of the IFB.		
ESTIMATE: \$562,973.29		
THE RECOMMENDED CONTRACTOR'S INSURANCE(S) ARE CURRENT AND IN COMPLIANCE WITH PALM BEACH COUNTY REQUIREMENTS.		
BASED ON A REVIEW OF THE QUOTATIONS RECEIVED, IT IS CONCLUDED THAT THE BIDDER LISTED ABOVE PROVIDED THE LOWEST RESPONSIVE AND RESPONSIBLE QUOTATION FOR THE LOT NOTED.		
 Facilities Development and Operations Approval		9/17/2020 Date
 Palm Tran Approval		9/18/2020 Date

ATTACHMENT 2

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 9/16/20 REQUESTED BY: Heather Lane PHONE: 561-233-2010

PROJECT TITLE: 13202 – FFE PALM TRAN SOUTH EXPANSION

IST PLANNING NO.:

ORIGINAL CONTRACT AMOUNT: \$0

BCC RESOLUTION#:

REQUESTED AMOUNT: \$ 405,714.12

DATE:

CSA or CHANGE ORDER NUMBER:

LOCATION: 100 North Congress Ave. Delray Beach

BUILDING NUMBER: N/A

DESCRIPTION OF WORK/SERVICE LOCATION: Facility Wide

PROJECT/W.O. NUMBER: 13202-FFE

CONSULTANT/CONTRACTOR: Berwin Inc.; BSN Sports, LLC.; CI South Florida, LLC; Designer West Interiors, LLC; Kreuger International, Inc.

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR: Purchase Delivery and installation of furniture to furnish the new Palm Tran South Expansion Facility per IFB 13202-FFE.

CONSTRUCTION	\$ 0.00
PROFESSIONAL SERVICES	\$ 0.00
STAFF COSTS*	\$ 0.00
EQUIP. / SUPPLIES	\$ 405,714.12
CONTINGENCY	\$ 0.00
TOTAL	\$405,714.12

* By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.

BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):

FUND: 1341	DEPT: 542	UNIT: 5559	OBJ: 6401	\$ 48,522.00
FUND: 1341	DEPT: 542	UNIT: 5559	OBJ: 5111	\$357,192.12

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)

Ad Valorem (Amount \$ _____) Infrastructure Sales Tax (Amount \$ _____)

State (source/type: _____ Amount \$ _____) Federal (source/type: FTA Amount \$ \$405,714.12)

Grant (source/type: _____ Amount \$ _____) Impact Fees: (Amount \$ _____)

Other (source/type: _____ Amount \$ _____)

Department: Palm Tran

BAS APPROVED BY: Jeremy Baker, Director of Admin Services DATE 9/22/20

ENCUMBRANCE NUMBER: _____