

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

Meeting Date: December 10, 2024

Consent **Regular**
 Ordinance **Public Hearing**

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) **Approve** an increase to the maximum cumulative value for the annual heating, ventilation and air conditioning (HVAC) contract in the amount of \$2,000,000 for HVAC services on an as-needed basis through January 6, 2025; and
- B) **Authorize** the County Administrator or designee, which in this case shall be the Director of Facilities Development and Operations, to extend the annual HVAC contract term of the winning bidders for the following projects to March 12, 2025.

Projects


| | |
|----------------|---|
| 2021-039449 | West Palm Beach Lutheran Services – HVAC Upgrades |
| 2024-012157-R1 | Convention Center, AHUs 3, 6, 12 & 13 Refurbishment (REBID) |
| 2017-031300 | Main County Courthouse - Air Handling Unit #1 Replacement |
| 2020-013776 | Corrections Administration - Air Conditioning Replacement |
| 2023-028669-R1 | WUD WTP #3 Building H HVAC Replacement |
| 2023-024149-R1 | Eagle Academy Chiller Replacement |

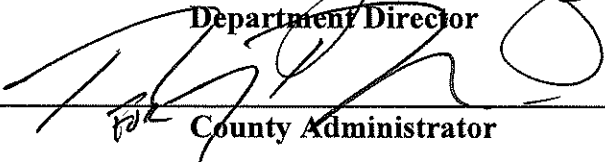
Summary: On January 7, 2020, the Board of County Commissioners (BCC) approved the annual HVAC contract (R2020-0019 through R2020-0023). The work consists of HVAC services related to system and component installations, upgrades, replacements, modifications and repairs to County-owned properties on an as needed basis. To date, the County has awarded work orders in the amount of \$22,364,151.72 and there are currently 27 prequalified contractors under this contract. The annual HVAC contract is set to expire on January 6, 2025. A new five (5) year annual HVAC contract is set to be brought before the BCC on January 7, 2025. However, to most efficiently process the above referenced projects, it was necessary to advertise these projects as quickly as possible. While the bids for these projects will be submitted prior to the January 6, 2025 expiration date, the work order award to the winning bidders on the above listed projects will not be approved by the BCC prior to the expiration of the annual HVAC contract. In order to maintain project processing efficiency, and to avoid having to re-bid the projects, staff is requesting the above delegation to allow the term of the annual HVAC contract be extended solely for the winning bidders on the above referenced projects to March 12, 2025. Staff is also requesting to increase the maximum cumulative value for the annual HVAC contract in the amount of \$2,000,000 in order to accommodate the projects listed above. This increase will bring the maximum cumulative value of the annual HVAC contract to \$30,000,000. Contractors may qualify at any time and be added to this annual HVAC contract before the term ends. All projects 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. Bidders without an annual HVAC contract responding to the specific project advertisement shall submit a qualification application at least ten (10) calendar days before the bid due date. **(Continued on Page 3)**

Background and Justification: (Continued on Page 3)

Attachments:

- 1. Annual Contract – HVAC #19601: Control Sheet

Recommended By:  11/20/24
Department Director Date

Approved By:  12/3/2024
County Administrator Date

Summary: 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. 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 HVAC contract will have an API of an SBE contractor being given a price preference if its bid is within 10% of the lowest non-small business bid for each project. Actual Small/Minority/Women Owned Business Enterprise (S/M/WBE) participation 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 34.94%. **(Capital Improvements) Countywide (MWJ)**

Background and Justification: The pre-qualification for this contract was advertised on September 29, 2019. All projects 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. Bidders without an annual HVAC contract responding to the specific project advertisement shall 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.

