



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.27.

8/30/2022

Subject:

Permission to Issue Annual Supply Bids, Proposals, and Requests for Qualifications or Negotiate Competitive Agreements for the County Fiscal Year 2022-2023

Fiscal Impact:

The estimated expenditures to procure these commodities and services are based upon historical use by County Departments and Offices and are within their Board Adopted FY 2022-2023 Budget.

Dept/Office:

Central Services/Purchasing Services

Requested Action:

It is requested that the Board authorize Purchasing Services to coordinate the following procurement actions:

1. Solicit competitive bids, quotes, or negotiated competitive agreements and award to the lowest responsive, responsible, and most qualified vendor(s); and
2. Solicit competitive proposals and requests for qualifications, establish selection and negotiation committees approved by the County Manager, or designee, and award to the highest ranked proposer (s); and
3. Exercise renewal options upon evaluation of the supplier's performance and recommendation from the user Department or Office; and
4. Approval for the County Manager to award and execute contracts, contract renewals, contract amendments, contract extensions, and purchase orders subject to the review and approval of the County Attorney's Office, Risk Management, and Purchasing Services.

Summary Explanation and Background:

The Board Policy BCC-25, Procurement, requires the Board's approval of procurement over \$100,000. Prior to the beginning of each fiscal year, Purchasing Services and Departments and Offices work together to develop an Annual Bid/Quote/Proposal List (BQP) for the Board's approval. Departments and Offices estimate their annual procurement requirements for the items listed on the BQP and are grouped by category for these commodities in order to develop a procurement process that achieves savings using formal competitive processes. The annual competitive process establishes a source, a firm price, and a performance period on high-volume, repetitive materials, and continuing services.

Approval of the BQP by the Board will grant permission to purchase routinely used commodities and services, eliminate an estimated several thousand individual purchase order transactions as well as expedite the award process.

Procurement of professional consultants will be solicited in accordance with Board Policy BCC-26, Acquisition of Consultant Professional Services, and Section 287.055, Florida Statutes. The BCC Policy and Florida Statutes allow the County to enter into contracts for professional services for projects in which the estimated construction costs do not exceed \$4 million per project or study or work if the professional services do not exceed \$500 thousand.

Annual negotiated competitive agreements and/or discounts establish a firm source period, and price on high-volume materials and services, significantly reducing the number of repetitive, expensive daily purchase transactions through the utilization of open purchase orders

The evaluation of renewal options utilizes factors such as market data, level of competition available, inflation and vendor performance. The Departments and Offices along with Purchasing Services will document recommendations for exercising renewal options in the official bid or proposal files.

Formal contract renewals will be in accordance with Administrative Order AO-29, Contract Administration.

Minimizing administrative costs by reducing and consolidating Board actions for competitive annual procurement of commodities and services ensures efficient use of available funds and the timely provision of commodities and services. The estimated costs associated with the commodities and services in the BQP are allocated to individual Departments and Offices based on the Board's Adopted FY 2022-2023 Budget.

Clerk to the Board Instructions:



August 31, 2022

MEMORANDUM

TO: Kathy Wall, Central Services Director

RE: Item F.27., Permission to Issue Annual Supply Bids, Proposals, and Requests for Qualifications (RFQs) or Negotiate Competitive Agreements for the County Fiscal Year 2022-2023

The Board of County Commissioners, in regular session on August 30, 2022, authorized Purchasing Services to coordinate procurement actions to solicit competitive bids, quotes, or negotiated competitive agreements and award to the lowest responsive, responsible, and most qualified vendor(s); to solicit competitive proposals and RFQs, establishing Selection and Negotiation Committees approved by the County Manager, or designee, and award to the highest ranked proposer(s); to exercise renewal options upon evaluation of the supplier's performance and recommendation from the user Department of Office; and approved the County Manager to award and execute contracts, contract renewals, contract amendments, contract extensions, and purchase orders subject to the review and approval of the County Attorney's Office, Risk Management, and Purchasing Services.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

A handwritten signature in cursive script, reading "Kimberly Powell", is written over the typed name and title.

Kimberly Powell, Clerk to the Board

/ds

cc: County Manager
Finance
Budget

ANNUAL BID/QUOTE/PROPOSAL LIST
FY 2022/2023
- Over \$100,000 Annually -

COMMODITY/SERVICE	CONTRACT YEAR & RENEWAL OPTION	ESTIMATED ANNUAL EXPENDITURES (>\$100K)
Aggregate (57 Stone & Pea Gravel)	Up to 5 years	\$300,000
Agricultural & Aquatic Chemicals	Up to 5 years	\$270,000
Agricultural Equipment OEM Replacement Parts	Up to 5 years	\$105,000
Alarm Inspection, Monitoring, Repair and Replacements	Up to 5 years	\$250,000
Alternative Paving Methods (Cold-in-Place Recycling, Chip Seal, Full Depth Reclamation, Microsurfacing, Pavement Rejuvenation/Preservation, etc.)	Up to 5 years	\$1,500,000
Aquatic Vegetation Management for Public Works Locations	Up to 5 years	\$300,000
Asphaltic Concrete	Up to 5 years	\$15,000,000
Asset Management/CMMS Consultant (Countywide)	Up to 5 years	\$350,000
Athletic Court Resurfacing & Lining	Up to 5 years	\$300,000
Auctioneer Services	Up to 5 years	Dependent on Sales
Automotive Parts & Batteries	Up to 5 years	\$100,000
Bunker Gear for Brevard County Fire Rescue	5 yr. & 5 (1 yr.) renewals	\$300,000
Cab & Chassis Trucks and Other Fleet Equipment	Up to 5 years	Varies
Cold in Place Recycling	Up to 5 years	\$100,000
Computer Equipment, Peripherals & Services	Up to 5 years	\$500,000
Concrete Pipe, Pipes (all types) and Accessories	Up to 5 years	\$400,000
Concrete, Ready Mix	Up to 5 years	\$200,000
Concrete Sidewalk, Curb, and Gutter Construction	Up to 5 years	\$500,000
Consultant Professional Engineering Services, A&E, Roofing Services, Appraisal Services, Operational Services and Landscape Architects - All departments	Up to 5 years	Various Projects
Continuing Construction Management Services	Up to 5 years	Various Projects
Continuing General Contractor Services for SCAT Projects	Up to 5 years	Various Projects
Continuing Roofing Contracting Services	Up to 5 years	Various Projects
Contracted Seasonal Recreation Worker Services for P&R	Up to 5 years	\$1,002,000
Copy Machine Lease	5 yr. & 1 (1 yr.) renewal	\$550,000
Debt Collection Services	3 Years	
Deceased Removal and Transport	Up to 5 years	\$180,000
Disaster Debris Removal and Recovery Management Services	5 yr. & no renewals	Contingency Agreement
Disaster Debris Removal Services	5 yr. & no renewals	Contingency Agreement
Electrical Contractor Services - Hourly	Up to 5 years	\$265,000
Electrical Supplies	Up to 5 years	\$210,000
Electronics Waste Recycling Services	Up to 5 years	\$175,000
Emergency Generator Repair & Maintenance	Up to 5 years	\$100,000
Emergency Benefits Consulting Services	5 yr. & automatic renewa	\$104,000
EMS Billing Services	Up to 5 years	\$630,000
Entrance Signs for Parks & Recreation	Up to 5 years	\$135,000
Erosion Control Materials and Installation	Up to 5 years	\$150,000
Fencing (Brevard County Cooperative Bid)	Up to 5 years	\$500,000
Fertilizers	5 yr. & 5 (1 yr.) renewals	\$100,000
Fire Rescue Equipment	Up to 5 years	\$200,000
Fire Suppression & Sprinkler Systems	Up to 5 years	\$100,000
Floor Cleaning - Countywide	Up to 5 years	\$170,000
Fuel Pumps, Fuel Sites, and Fuel Tank Repair and Inspection Services	Up to 5 Years	\$100,000
Furniture: Office and Files	Up to 5 Years	\$100,000
Grassing Services (Brevard County Cooperative Bid)	Up to 5 years	\$500,000
Guardrail/Handrail Projects	Up to 5 years	\$400,000
HVAC & Ice Machine Services	Up to 5 years	\$475,000
HVAC for Maintenance	Up to 5 years	\$1,700,000
Infrastructure Assessment Services, Gravity Sewer Lines, and Manholes	Up to 5 years	\$300,000
Inlets, Manholes, & Grates	Up to 5 years	\$485,000
Insurance - All Types	Up to 7 years	Dependent on plan participants
Integrated Library Systems	Up to 10 years	\$800,000
Irrigation Installation - Parks & Rec	Up to 5 years	\$250,000
Janitorial Services - County Wide	Up to 5 years	\$465,000
Janitorial Supplies	Up to 5 years	\$250,000
Laboratory Testing & Related Professional Services	Up to 5 years	\$200,000
Landfill Stormwater Collection & Gas System Repairs & Installation	Up to 5 years	\$100,000
Landscape Design & Detailing Maintenance Svs (Complete) - Facilities	Up to 5 years	\$150,000
Lawn Service - Countywide (Parks, Public Works, Fire Rescue, Libraries, Transit Services, UF/Brevard Extension, Medical Examiner, Carriage Gate)	Up to 5 years	\$925,000
Library Facilities Security System	Up to 5 years	\$200,000
Libraries Materials Security Management with Self-Checkout	Up to 10 years	\$500,000
Lime Rock for Solid Waste and Public Works	Up to 5 years	\$300,000
Locum Tenens for Temporary Forensic Pathologist Services	Up to 5 years	\$500,000
Maintenance, Repair, & Operation (MRO) and Industrial Supplies	Up to 5 years	\$500,000
Marketing Services for SCAT	Up to 5 years	\$400,000
Mechanical Vegetation Removal	Up to 5 years	\$150,000
Medical Supplies (EMS) - (Brevard County Cooperative Bid)	Up to 5 years	\$1,900,000

ANNUAL BID/QUOTE/PROPOSAL LIST
FY 2022/2023
- Over \$100,000 Annually -

COMMODITY/SERVICE	CONTRACT YEAR & RENEWAL OPTION	ESTIMATED ANNUAL EXPENDITURES (>\$100K)
Mix-In-Place Soil Cement	Up to 5 years	\$500,000
Mulching & Disposal Services for Yard Trash & Vegetative Waste (On Site)	Up to 5 years	\$2,200,000
Mulching & Yard Trash/Vegetative Disposal Services (Off Site)	Up to 5 years	\$600,000
Odor and Corrosion Control Lease Services	Up to 5 years	\$200,000
Office Supplies	Up to 5 years	\$350,000
On-site Concrete Crushing (Solid Waste)	Up to 5 years	\$200,000
Overhead Door & Gate Maintenance Repair - Countywide	Up to 5 years	\$125,000
Painting Contractor Services	Up to 5 years	\$300,000
Park Amenities - Catalog Discount	Up to 5 years	\$100,000
Personal Protection Equipment (PPE)	Up to 5 years	\$100,000
Petroleum Products - Lube Oil	Up to 5 years	\$125,000
Physical Examinations - Fire Rescue	Up to 5 years	\$225,000
Pipe, Cured-In-Place Pipe (CIPP)	Up to 5 years	\$3,000,000
Plans Examiner Services	Up to 5 years	\$300,000
Playground Equipment, Surfacing, Installation & Repair	Up to 5 years	\$300,000
Plumbing Services	Up to 5 years	\$160,000
Plumbing Supplies Catalog Discount	Up to 5 years	\$150,000
Polymer, Sludge Dewatering	Up to 5 years	\$150,000
Postal & Courier Services - Libraries	Up to 5 years	\$268,000
Pressure Pipe Leak and Air Pocket Detection	Up to 5 years	\$780,000
Printed Staff Apparel	Up to 5 years	\$100,000
Pumpout Services for Cleaning Baffle Box & Sediment Collection Devices Countywide	Up to 5 years	\$350,000
Radio System (800 MHZ) Maintenance Contract	Up to 5 years	\$500,000
Removal & Disposal of Dewatered Biosolids	Up to 5 years	\$500,000
Removal & Final Disposal of Mulch & Wood Waste	Up to 5 years	\$500,000
Retention Pond Mowing (Countywide): Natural Resources & Public Works	Up to 5 years	\$200,000
Road Construction Materials	Up to 5 years	\$4,000,000
Road Striping - Paint & Reflective Pavement Marking	Up to 5 years	\$500,000
Road Striping - Thermoplastic & Reflective Pavement Marking	Up to 5 years	\$1,800,000
Sand Materials for Parks and Recreation	Up to 5 years	\$200,000
SAP Support Services	Up to 5 years	\$300,000
SCADA Support Services	Up to 5 years	\$250,000
SCAT Vehicle Fleet Maintenance & Repair Management Services	Up to 5 years	\$4,350,000
Security Services - Countywide	Up to 5 years	\$800,000
Select Common Fill - All Landfills	Up to 5 years	\$1,100,000
Septic Tank, Grease Trap, Lift Station & Sewage Hauling Services	Up to 5 years	\$140,000
Sod - Parks & Recreation	Up to 5 years	\$400,000
Sodium Hypochlorite Supply Services	Up to 5 years	\$250,000
Soil Cement Pub Mill Mix	Up to 5 years	\$250,000
Soil Cement with Oil Injection	Up to 5 years	\$250,000
Sports Lighting with Related Supplies and Services	Up to 5 years	\$700,000
Station Gear Lockers	Up to 5 years	\$150,000
Steel Plates	Up to 5 years	\$100,000
Stormwater Grates, Frames, Rings, Covers	Up to 5 years	\$150,000
Street Sweeping and Inlet Basket Cleaning	Up to 5 years	\$150,000
Structured Cabling System - Small Projects/Limited Drop	Up to 5 years	\$100,000
Subaqueous Pipe Inspections and Maintenance	Up to 5 years	\$175,000
Submersible Pump and Motor Repair Services	Up to 5 years	\$125,000
TDC - Website Development & Maintenance Services	Up to 5 years	\$200,000
Temporary Employment Services	Up to 5 years	\$250,000
Temporary Traffic Control Devices	Up to 5 years	\$200,000
Tower Maintenance, Repair, and Support Services	Up to 5 years	\$100,000
Tires, Equipment, Services, Shredding and Disposals	Up to 5 years	\$735,000
Traffic Sign Materials	Up to 5 years	\$100,000
Traffic Operations Fiber Optics Construction, Rehab, Maintenance and Emergency Repairs	Up to 5 years	\$240,000
Traffic Signal Construction, Rehab, Maintenance & Emergency Repairs	Up to 5 years	\$600,000
Transportation of Dead Bodies	Up to 6 years	\$180,000
Travel Media Relations (For TDO)	Up to 5 years	\$200,000
Tree Trimming and Removal Services	Up to 5 years	\$200,000
Trucking Services	Up to 5 years	\$130,000
Uniform Apparel: Fire Rescue	Up to 5 years	\$100,000
Uniforms: Apparel, Rentals, and Related Products and Services	Up to 5 years	\$110,000
Water Meter Replacement (Countywide)	Up to 3 years	\$600,000
Water & Wastewater Treatment Chemicals - Sodium Hypochlorite (Brevard County Cooperative Bid)	Up to 5 years	\$300,000
Welding/Medical Gases & Supplies	Up to 5 years	\$110,000
Well Repairs, Maintenance and Rehabilitation Services	Up to 5 years	\$125,000