

TOWN OF PALM BEACH

Information for Town Council Meeting on: November 14, 2023

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Bob Miracle, CPA, Deputy Town Manager, Finance and Administration

FROM: Dean Mealy II, NIGP-CPP, CPPO Procurement and Contract Manager

RE: Request approving funding authorization to ITB No. 2021-12, Irrigation Contractor Services to B. Ellis Enterprises, Inc. in the amount of \$42,046 and establishing a new five-year award authority in the amount of \$230,000 –
Resolution No. 142-2023

DATE: October 27, 2023

STAFF RECOMMENDATION

Town staff recommends that the Town Council approve funding authorization to ITB No. 2021-12, Irrigation Contractor Services to B. Ellis Enterprises, Inc. in the amount of \$42,046 and establishing a new five-year award authority in the amount of \$230,000.

GENERAL INFORMATION

The Town has bid on irrigation contractor services over the past decade and B. Ellis Enterprises, Inc. has successfully been awarded each bid period. The reason that this item is being put forth is the dollar amount now exceeds the Town Manager's award authority.

The Procurement and Contract Administrative Policy states that if the same commodity is bid on and the thresholds exceed the Town Manager's award authority, the item will be taken to the Town Council for consideration. In review of expenditures, it was noted that this award now required Town Council review and authorization.

Based on the last two years of expenditure, the baseline for annual expenditure is now \$42,046, which includes irrigation throughout the Town and for Worth Avenue. The existing irrigation infrastructure has continued to age and requires additional attention.

The contractor, B. Ellis Enterprises, Inc, has provided excellent service to the Town over the past ten years.

FISCAL IMPACT SECTION

These services are funded from the Public Works Operating Budget and the Worth Avenue Association.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.