

TOWN OF PALM BEACH

Information for Town Council Meeting on: June 11, 2024

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

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

RE: Resolution approving a Change Order to Chen Moore and Associates for Plans Review Assistance in the amount of \$75,000 for an awarded purchase order in the amount of \$169,000

DATE: May 31, 2024

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 065-2024, approving a Change Order to Chen Moore and Associates for Plans Review Assistance in the amount of \$75,000 for an awarded purchase order in the amount of \$169,000.

SUMMARY EXPLANATION/BACKGROUND

The Planning, Zoning and Building (PZB) Department has utilized the services of Chen Moore and Associates for the specific purpose of reviewing site civil improvement plan applications received.

Purchase Order No. 240339 was issued on November 28, 2023, in the amount of \$94,000. The change order will be required to support continued services for the remainder of the FY.

FUNDING/FISCAL IMPACT

Funding for this award will be from the Building Enterprise Fund.

TOWN ATTORNEY REVIEW

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