

TOWN OF PALM BEACH

Information for Town Council Meeting on: October 8, 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 No. 136-2024, awarding ITB No. 2024-34, LY Injections, RP Bug and RP Fertilization to Hulett Environmental Services, Inc. in the amount of \$41,105 annually for and a five-year award in the amount of \$205,525 based on satisfactory performance, mutual agreement and budget authorization

DATE: September 27, 2024

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 136-2024, awarding ITB No. 2024-34, LY Injections, RP Bug and RP Fertilization to Hulett Environmental Services, Inc. in the amount of \$41,105 annually for and a five-year award in the amount of \$205,525 based on satisfactory performance, mutual agreement and budget authorization.

SUMMARY EXPLANATION/BACKGROUND

The existing contract had reached the five-year award timeline and was required to be rebid. Town Procurement and Contract Management issued solicitation August 12, 2024. Fourteen firms reviewed the solicitation, and three firms submitted. Firms were required to project annual costs for the five-year period. This provides a tool for annual budget preparation by the respective user division. Bid submittals ranged for a five-year period from \$205,525 to \$1,201,885.50.

The Town has used Hulett Environmental Services, Inc. during the past five years with no issues.

FUNDING/FISCAL IMPACT

Funding for this project will be from the Public Works Operation Budget.

TOWN ATTORNEY REVIEW

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