

TOWN OF PALM BEACH

Information for Town Council Meeting on: August 15, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: H. Paul Brazil, P. E., Director of Public Works

RE: Renewal of the Contract for the Worth Avenue Commercial District Maintenance Program - RFP No. 2016-24
Resolution No. 115-2018

DATE: July 24, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 115-2018, authorizing a contract extension to Battalan Enterprises dba Property Works (Property Works), for the Worth Avenue Commercial District Maintenance Program in a not-to-exceed amount of \$167,800.

GENERAL INFORMATION

The Worth Avenue Commercial District Maintenance Program includes a twice a year pressure washing and once a year sealing of the tabby sidewalk, weekly maintenance and cleaning of the common areas, fountain area maintenance, landscape and streetscape maintenance. Equipment and landscape replacement is authorized on an “as required” basis.

The Town issued RFP No. 2016-24 for the Worth Avenue Commercial District Maintenance Program. On June 6, 2016, Property Works was awarded the contract and has performed satisfactorily. The contract provides for the option of four (4) twelve (12) month renewals with all original terms, conditions, and pricing. This is the second (2) renewal of the contract. The contractor has requested a CPI increase of 4.2 % as detailed in the terms of their contract. This will increase the overall cost based on bid quantities to \$154,402. The overall project budget is \$167,800 which includes a ten percent (10%) contingency to cover unforeseen conditions or special circumstances.

Staff is requesting a one-year extension for this contract. Due to the number of duties and projects associated with maintenance on Worth Avenue, staff is exploring options for efficiencies and cost savings and anticipates rebidding this contract in 2019.

FUNDING/FISCAL IMPACT

The proposal of Property Works falls within the adopted budget for this maintenance program, which includes the cost of utility services and a contingency in addition to the actual maintenance work contemplated by the RFP. This budget is contained in the 311 Worth Avenue Maintenance Fund. The source of funding is non-ad valorem assessments paid for by the benefitting property

owners within the Worth Avenue Commercial District Assessment area.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

cc: Jane Le Clainche, Director of Finance
Eric Brown, P.E., Assistant Director of Public Works
Brett Madison, Facilities Maintenance Division Manager
Dean Mealy, Purchasing Manager