

TOWN OF PALM BEACH

Information for Town Council Meeting on: September 13, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

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

RE: Proposed Contract Extension and Purchase Order Approval for Turf Maintenance
Resolution No. 148-2018

DATE: August 15, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 148-2018, authorizing the fourth (4th) and final twelve-month extension of the Turf Maintenance to Batallan Enterprises, Inc. DBA Property Works (Property Works) for the Turf Maintenance Contract in the amount of \$104,210.40, and establishing a project budget of \$114,630, contingent upon approval of the FY2019 operating budget.

GENERAL INFORMATION

This operation includes weed-eating, edging, and blowing all green areas around Town buildings, medians, and parks. Small parcels in Town include push-mowing. All areas are trimmed weekly from April through November and bi-weekly from December through March.

Property Works, was the lowest responsive, responsible bidder on the Turf Maintenance Bid No. 2014-02 on July 16, 2014. The contract provides for the option of four (4) twelve-month renewals with all original terms, conditions, and pricing. This is the final renewal of the contract.

Property Works has requested a CPI increase of 4.2% as detailed in the terms of their contract. This is an increase of \$4,200.42 from the previous contract year. The total budget is recommended to be established at \$114,630, which includes a ten percent (10%) contingency for unforeseen tasks and emergency work.

FUNDING/FISCAL IMPACT

Sufficient funds are available in the proposed Public Works budget for FY2019 to complete this work, contingent upon approval of the FY2019 operating budget.

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.

Attachments

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