

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 Irrigation Repair Services
Resolution No. 151-2018

DATE: August 20, 2018

STAFF RECOMMENDATION

Town staff recommends Town Council approve Resolution No. 151-2018 approving a contract extension and a purchase order for Irrigation Repair Services to B. Ellis Enterprises, Inc. in the amount of \$18,000, establishing a project budget of \$20,000 for FY2019, and establishing a two (2) year budget of \$40,000, contingent on funding in future fiscal years.

GENERAL INFORMATION

The irrigation repair program is an “as needed” service to address irrigation line breaks, replacement of irrigation heads, and other irrigation issues. During the past year, the Town has utilized this contractor in various locations to repair broken irrigation lines, add watering zones, install low flow heads and rain sensing devices which allow the irrigation systems to automatically shut off during rain events. Bradley Park, the North Bridge medians, and the Mid-Town beach irrigation systems were recently converted to smart irrigation systems with low flow heads and controllers that can be monitored from the Public Works facility. At all of these locations, the irrigation contractor assisted Town staff with implementing these improvements.

The current vendor has been satisfactorily performing these services for the past year.

If Town Council approves this recommendation, staff recommends issuing a purchase order for the annual amount of \$18,000, and establishing a project budget of \$20,000 for FY2019. This contract provides for the option of four (4) twelve-month renewals with all original terms, conditions, and pricing. The anticipated contract cost including FY2019 and one (1) renewal year at \$18,000 per year is \$40,000, and includes a ten percent (10%) contingency for unforeseen work.

FUNDING/FISCAL IMPACT

Sufficient funds are available in the Public Works Department proposed FY2019 budget to complete this work. Funding for the remaining years of the contract will be contingent on future budget appropriations.

PURCHASING REVIEW

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

TOWN ATTORNEY REVIEW

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

Attachments

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