

# **TOWN OF PALM BEACH**

Information for Town Council Meeting on: September 13, 2018

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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 Street Light and Sign Post Painting  
**Resolution No. 158-2018**

DATE: August 23, 2018

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## **STAFF RECOMMENDATION**

Town staff recommends Town Council approve Resolution No. 158-2018, approving a contract extension and purchase order to Roof Painting by Hartzell for Street Light and Sign Post Painting Services in the amount of \$38,215, establishing a project budget of \$43,950 for FY2019, and establishing a one (1) year project budget for the remainder of the contract at \$43,950, contingent upon funding of future fiscal years.

## **GENERAL INFORMATION**

The Town has over 950 decorative street lights and sign posts located throughout the Town. Most street lights and posts are constructed of either aluminum or fiberglass. Due to their various locations and different types of construction, they are required to be repainted at different intervals to maintain an acceptable appearance. All decorative sign posts and decorative lights are inspected on an annual basis by Town staff. The Town's sign posts and street lights on the ocean and 100 blocks require bi-annual painting while others are on a four (4) year rotating schedule painting program. The repainting process requires removal and patching of blemishes, scratches, and chipped paint. After this process, they are repainted with the manufacturer's recommended high durability paint.

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 \$38,215, and establishing a project budget of \$43,900 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 for the one (1) renewal year at \$38,215 per year is \$43,900, and includes a fifteen percent (15%) contingency for increases and unforeseen work.

### **FUNDING/FISCAL IMPACT**

Sufficient funds are available in the proposed Public Works budget for FY2019 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