

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 Fountain Maintenance and Repair Services
Resolution No. 150-2018

DATE: August 20, 2018

STAFF RECOMMENDATION

Town staff recommends Town Council approve Resolution No. 150-2018 approving a contract extension and purchase order for Fountain Maintenance and Repair Services with Mako Pools in the amount of \$24,200, establishing a project budget of \$27,830 for FY2019, and establishing a three (3) year project budget for the remainder of the contract at \$83,490, contingent on funding in future fiscal years.

GENERAL INFORMATION

The Fountain Maintenance Program requires weekly cleaning of Town owned fountains and pools. These locations include the fountains and pools at Town Square and Worth Avenue. The warranty maintenance period for the Artemis Fountain at Bradley Park will end in December and this fountain will be included in this maintenance program beginning in January 2019. The service provides collecting of debris, brushing and sweeping of interior surfaces, checking and maintaining equipment, filters, water chemical levels, as well as repair and replacement of defective parts on an as needed basis.

The current vendor has been satisfactorily performing these services at all of these locations for the past year.

If Town Council approves this recommendation, staff recommends issuing a purchase order in the annual amount of \$24,200, and establishing a project budget of \$27,830 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 three (3) renewal years at \$27,830 per year is \$83,490, and includes a fifteen percent (15%) contingency for increases and 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