

# TOWN OF PALM BEACH

Information for Town Council Meeting on August 14, 2019

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TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving a Purchase Order to Gym Source USA LLC for Fitness Equipment to be Utilized in the New Recreation Center in the Amount of \$132,329  
**Resolution No. 62-2019**

DATE: July 24, 2019

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## **STAFF RECOMMENDATION**

Staff recommends Town Council approval of Resolution No. 62-2019 and the issuance of a Purchase Order to Gym Source USA LLC for Fitness Equipment to be utilized in the new Recreation Center in the amount of \$132,329, and establishing a budget of \$140,000.

## **SUMMARY EXPLANATION/BACKGROUND**

The new Recreation Center was designed to include a state of the art fitness room. Purchasing and the Director of Business Development and Operations reviewed available sources for supply of equipment that would satisfy the expectations for the fitness room. In the review of equipment options, it was decided to move forward with Gym Source USA LLC.

Purchasing identified an active Governmental Contract that Gym Source USA LLC had been awarded to by the Broward County School District.

A site visit was made to the Beach Club by the Director of Business Development and Operations to review their equipment which happens to be supplied by Gym Source USA LLC.

In discussion with Gym Source, the concern about warranty, timeliness of repairs from the initial call made by the Town and the ability to switch out a piece of equipment within the first ninety days if it did not meet the Town's expectations were all addressed with positive responses.

The budget for this purchase was \$186,000. The total for the equipment to be provided by Gym Source is \$132,329 and staff expects to expend approximately \$10,000 on miscellaneous items for the fitness room, which will result in approximately \$43,671 of savings from the original budget. By utilization of the Broward County School District Contract, the Town was able to secure best

pricing, best value and best warranty.

### **FISCAL IMPACT/FUNDING SOURCE**

The fiscal impact of Resolution 62-2019 will be up to \$140,000. The funding will be from the Capital Improvement Fund (307). The funding for this project will be split between the Mandel Foundation, Friends of Recreation and the Town, and is fully contained in the Recreation Center project budget.

### **USER DEPARTMENT CONCURRENCE**

The Recreation Department is in full concurrence with this recommendation.

### **DUE DILIGENCE**

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues. The review included conducting market research.

### **TOWN ATTORNEY REVIEW**

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Jay Boodheshwar, Deputy Town Manager  
Carolyn Stone, Director of Business Development and Operations  
Duke Basha, Assistant Purchasing Manager