

## Information for Town Council Meeting on November 12, 2019

---

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 the Remaining Extension of Bid No. 2018-6, Town Fountain Maintenance to Mako Pools in the Amount of \$78,000 for FY20, FY21, and FY22 Contingent Upon Budget Approval and Satisfactory Vendor Performance, **Resolution No. 128-2019**

DATE: 30 October 2019

---

### **STAFF RECOMMENDATION**

Staff recommends Town Council approval of the Remaining Extension of Bid No. 2018-6, Town Fountain Maintenance to Mako Pools in the Amount of \$78,000 for FY20, FY21, and FY22 Contingent Upon Budget Approval and Satisfactory Vendor Performance, **Resolution No. 128-2019**.

### **SUMMARY EXPLANATION/BACKGROUND**

Purchasing issued Bid No. 2018-6 for Town Fountain Maintenance in September 2018. The recommendation for the award was made in October 2018 to Mako Pools in the amount of \$15,407 for FY19 which was under the award authority of the Town Manager. The requested amount for FY20 is \$25,100 which combined with the award made in FY19 now exceeds the Town Manager's Award Authority.

Since the bid had language for a contract period of up to five years, it is the intent to award for FY20, FY21, and FY22 contingent upon budget approvals and satisfactory work performance by the vendor in the amount of \$78,000.

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

The funding will for this program is from the Public Works Operational Budget.

### **USER DEPARTMENT CONCURRENCE**

Public Works 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  
Paul Brazil, Director, Public Works  
Paul Colby, Facilities Division Manager  
Duke Basha, Assistant Purchasing Manager