TOWN OF PALM BEACH

Information for Town Council Meeting on: November 10, 2020

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA Finance Director

FROM: Dean Mealy, CPPO Town Purchasing Manager

RE: Resolution to Approve a Retro-Active Change Order in the Amount of $23,000 to Palm Beach County for Unexpected Repairs to Fire-Rescue Vehicles, **Resolution No. 120-2020**

DATE: 28 October 2020

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 120-2020, authorizing a Retro-Active Change Order in the amount of $23,000 to Palm Beach County for unexpected repairs to Fire Rescue Vehicles.

WHY THIS ACTION IS REQUIRED

Resolution No. 84-2019 was approved by Town Council on September 10, 2019 in the annual approved amount of $126,000. The repairs/maintenance provided by Palm Beach County exceeded the approved amount by $23,000. There is currently an outstanding invoice from FY20 that needs to be paid against the FY20 funding.

When Purchasing was notified of the funding request to make the necessary repairs, Purchasing requested approval from the Town Manager to proceed.

GENERAL INFORMATION

Palm Beach County Fire Rescue provides repair and maintenance services to municipalities in Palm Beach County. The Town has a ten year agreement for annual services. Based on historical expenditures, Resolution No. 84-2019 was submitted and approved for an annual award of $126,000.

FUNDING/FISCAL IMPACT

Funding for the change order will be from the FY20 Fire Rescue expense budget.

FIRE RESCUE REVIEW

This item has been reviewed by the Fire Rescue and approved as recommended.

<u>TOWN ATTORNEY REVIEW</u>

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

Attachments

cc: Darrel Donatto, Fire Rescue Chief
        Stephanie Mavigliano, Administrative Specialist
        Duke Basha, Assistant Purchasing Manager
        Eric Shibley, CPPB, Senior Buyer