

# **TOWN OF PALM BEACH**

Information for Town Council Meeting on: August 10, 2021

---

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 Purchase Order to Kimley-Horn and Associates, Inc. for the Town-wide Undergrounding of Utilities Program, Phase 5 South Construction Phase Services in the Amount of \$334,159 and Establishing a Project Budget of \$384,159  
**Resolution No. 089-2021**

DATE: July 27, 2021

---

## **STAFF RECOMMENDATION**

Town staff recommends that Town Council approve Resolution No. 089-2021 approving a Purchase Order to Kimley-Horn and Associates, Inc. for the Town-wide Undergrounding of Utilities Program, Phase 5 South Construction Phase Services in the amount of \$334,159 and establishing a project budget of \$384,159.

## **GENERAL INFORMATION**

Construction Phase Services provide the necessary engineering oversight of the construction to ensure the work is performed and completed according to design. These services not only include weekly site inspections, but also review of all invoices, review of request for change orders, review of shop drawings, testing reports, and other tasks associated with engineering interpretation of construction plans. Finally, these services review and approve as-built plans, along with substantial completion request, and final walk through of the construction project. These services provide Town staff with the necessary expertise and staffing to ensure that the final construction project meets the needs and standards of the Town.

## **PROCUREMENT METHODOLOGY**

Town Purchasing secured the Kimley-Horn and Associates, Inc. proposal for Phase 5 South Construction which was vetted by Town staff.

## **FUNDING/FISCAL IMPACT**

Funding for this award will be from the Underground Utility Fund.

**PUBLIC WORKS REVIEW**

This item has been reviewed by Public Works and approved as recommended.

**TOWN ATTORNEY REVIEW**

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

cc: Paul Brazil, P.E. Public Works Director  
Patricia Strayer, P.E. Town Engineer