

Information for Town Council Meeting on January 11, 2022

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 Award of ITB 2022-08 A-7 Pump Station Improvements to TLC Diversified, Inc in the Amount of \$333,000 and Establish a Project Budget of \$383,000; **Resolution No. 002-2022**

DATE: 17 December 2021

STAFF RECOMMENDATION

Staff recommends Town Council approve the Award of ITB 2022-08, A-7 Pump Station Improvements to TLC Diversified, Inc in the Amount of \$333,000 and Establish a Project Budget of \$383,000.

SUMMARY EXPLANATION/BACKGROUND

The work of this Contract comprises of improvements to wastewater pump station, A-7, for the Town of Palm Beach. The work will include but not be limited to new pumps with cooling jackets, suction pipe improvements, minor electrical work for motor control, and by-pass pumping (as needed). The intent of these specifications was to obtain bids and enter into a contract for all labor, materials, equipment, and services necessary for and reasonably incidental for full and complete execution of the described work. The submitted bid met these requirements.

The general location of the proposed work is located at the wastewater pump station, A-7, located at Island Drive and South County Road.

METHOD OF PROCUREMENT

The Public Works Department developed a scope of services which was reviewed by the Purchasing. The Invitation to Bid (ITB) was issued on November 23rd and closed on December 15th.

The solicitation was broadcast nationwide to nine hundred forty-one (941) identified firms through DemandStar. In addition, Town Purchasing sent emails to five (5) known consultants/individuals advising of the solicitation and invited the consultants to review and participate in the solicitation.

The bid submittal was reviewed by the Town Engineering Staff and the award is recommended.

FISCAL IMPACT/FUNDING SOURCE

The funding for this program is from Pay As You Go.

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.

TOWN ATTORNEY REVIEW

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