

TOWN OF PALM BEACH

Information for Town Council Meeting on March 8, 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: Approving a Purchase Order to Kimley-Horn and Associates, Inc. for Construction Phase Services for the Australian Avenue Watermain Replacement Construction Phase Services in the Amount of \$73,925.91 and Establish a Project Budget of \$81,319.
Resolution No. 039-2022

DATE: February 24, 2022

STAFF RECOMMENDATION

Town staff recommends Town Council approve Resolution No. 039-2022, approving a Purchase Order to Kimley-Horn and Associates, Inc. for Construction Phase Services for the Australian Avenue Watermain Replacement Construction Phase Services in the amount of \$73,925.91 and establish a project budget of \$81,319.

SUMMARY EXPLANATION/BACKGROUND

The design phase of the Australian Avenue Watermain replacement has been completed and the bid plans submitted to the Town. The Town has requested Kimley-Horn perform Construction Phase Engineering Services to support the Town during the construction of the watermain.

Kimley-Horn will perform the following services during construction. A more detailed description of each bulleted service can be noted in the full proposal attached.

- Pre-Construction Meeting attendance
- Visits to the site including field reports and photographs (approximately 9 hours per week, up to 26 weeks, performed concurrently with the Undergrounding Project site visits)
- Bi-weekly progress meeting attendance for the 6-month construction duration (up to 14 meetings)
- Clarifications and interpretations
- Recommendations with respect to defective work
- Shop drawing review
- Payment application and change order review
- Review of proposed substitutions
- Review of testing lab reports
- Substantial completion walk-through and punch list development

FISCAL IMPACT/FUNDING SOURCE

Funding will be from the Capital Improvement Fund.

USER DEPARTMENT CONCURRENCE

The Public Works 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.

Attachment

cc: H. Paul Brazil, P.E., Director of Public Works
Patricia Strayer, P.E., Town Engineer
Jason Debrincat, P.E. Senior Project Engineer
Mike Roach, P.E., Project Engineer