

TOWN OF PALM BEACH

Information for Town Council Meeting on: July 12, 2022

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA Finance Director

FROM: Dean Mealy II, NIGP-CPP, CPPO Procurement and Contract Manager

RE: Approve the Award of ITB No. 2022-14, Purchase of Uniforms and Accessories for Fire Rescue to Seacoast Embroidery in the Annual Contract Amount of \$65,000 and a Five-Year Contract Award in the Amount of \$325,000 Contingent Upon Satisfactory Performance and Budget Authorization - **Resolution No. 085-2022**

DATE: June 26, 2022

STAFF RECOMMENDATION

Town staff recommends that Town Council Approve the Award of ITB No. 2022-14, Purchase of Uniforms and Accessories for Fire Rescue to Seacoast Embroidery in the Annual Contract Amount of \$65,000 and a Five-Year Contract Award in the Amount of \$325,000 Contingent Upon Satisfactory Performance and Budget Authorization.

GENERAL INFORMATION

The existing contract for Fire Rescue Uniforms has no additional options for renewal. Fire Rescue indicated a continued use for these services.

PROCUREMENT AND CONTRACTS BACKUP

Town Procurement and Contracts advertised this project nationally through DemandStar to 79 firms and 272 firms through the Town's e-bidding system. The solicitation was also advertised through the Palm Beach Post. The solicitation was advertised for thirty days. Twelve firms responded to the ITB.

Seacoast Embroidery submitted the best pricing for the requested bid items. Seacoast is also the current vendor of record and has had good vendor evaluations.

FUNDING/FISCAL IMPACT

This contract will be funded by Fire Rescue General Operating Budget.

USER DEPARTMENT CONCURRENCE

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

TOWN ATTORNEY REVIEW

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