

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 the Proposal for the Public Works Building Renovation Design Services to Chen Moore and Associates. in the Amount of \$64,145 and Establish a Project Budget in the Amount of \$73,766 - **Resolution No. 087-2022**

DATE: June 26, 2022

STAFF RECOMMENDATION

Town staff recommends that Town Council Approve the Award of the Proposal for the Public Works Building Renovation Design Services to Chen Moore and Associates (CMA) in the Amount of \$64,145 and Establish a Project Budget in the Amount of \$73,766.

GENERAL INFORMATION

Public Works has requested Design Services for the Public Works Building's Renovation of restrooms, locker room and general meeting room which has been budgeted in the FY23 proposed budget. The building is over fifty years old and requires updates to common areas.

The Scope of Services is comprised of the following tasks:

Task 1 – Programming / Schematic Design
Task 2 – Design Documents: 60%, 90%, Permitting Set with Specification
Task 3 – Construction Documents
Task 3 – Permitting Services
Task 5 – Bidding Assistance

The primary design work will be completed by CMA's Subconsultant, PGAL Inc. with assistance by their subconsultants Jezerinac Group, and JLRD, Inc. CMA will also provide all the civil design services. It should be noted that PGAL Inc. is being awarded as one of the three firms to provide architectural services to the Town.

PROCUREMENT AND CONTRACT BACKUP

Procurement and Contracts has verified satisfactory work by CMA for past work experience and for their subconsultant, PGAL, Inc. Procurement vetted the proposal with the Public Works Director and was found to be acceptable for the scope.

FUNDING/FISCAL IMPACT

Funding for this award will be from the Capital Improvement Fund.

USER DEPARTMENT CONCURRENCE

This item has been reviewed by the Public Works Department 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.