

TOWN OF PALM BEACH

Information for Town Council Meeting on: August 9, 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: Resolution Approving Purchase Orders to ZoneCo, LLC in the Amount of \$250,000 and The Corradino Group, Inc. in the Amount of \$100,000 for Planning Services for Code Reform and an Approval of an allocation of \$350,000 from the General Fund Contingency- **Resolution No. 098-2022**

DATE: July 28, 2022

STAFF RECOMMENDATION

Town staff recommends that Town Council Approve Resolution No. 098-2022, Approving Purchase Orders to ZoneCo, LLC in the Amount of \$250,000 and The Corradino Group, Inc. in the Amount of \$100,000 for Planning Services for Code Reform. Staff also requests approval of an allocation of \$350,000 from the General Fund Contingency.

GENERAL INFORMATION

Town Council approved Resolution No. 036-2022 on March 8, 2022 which awarded RFQ No. 2022-10, Planning Services for Code Reform to ZoneCo, LLC and The Corradino Group, Inc.

Funding allocations were not approved at the time of award as the solicitation was a RFQ which is based solely on qualifications. Price is not part of a RFQ evaluation factor.

Both firms have met with PZB and have developed an approach to the delivery requirements of the RFQ. Funding is required to support the issuance of purchase orders. ZoneCo, LLC was the primary awardee of the solicitation and The Corradino Group, Inc. was the secondary awardee.

The two firms are working in conjunction with each other to deliver recommendations to the Town.

FUNDING/FISCAL IMPACT

Funding for the purchase orders will be from an allocation from the General Fund Contingency.

USER DEPARTMENT CONCURRENCE

This item has been reviewed by the Planning, Zoning and Building 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.