

TOWN OF PALM BEACH

Information for Town Council Meeting on: September 13, 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 a Purchase Order to Municipal Code Corporation in the Annual Amount of \$50,000 and Establishing a Three-Year Contract Award of \$160,000 Contingent Upon Satisfactory Vendor Performance, Mutual Agreement and Budget Authorization - **Resolution No. 119 -2022**

DATE: August 25, 2022

STAFF RECOMMENDATION

Town staff recommends that Town Council Approve Resolution No. 119-2022, Approving a Purchase Order to Municipal Code Corporation in the Annual Amount of \$50,000 and Establishing a Three-Year Contract Award of \$160,000 Contingent Upon Satisfactory Vendor Performance, Mutual Agreement and Budget Authorization.

GENERAL INFORMATION

The Town utilizes this contract for MCCI Lasherfiche to support the Town's Electronic Document Management System. The Town has not experienced any issues with the vendor.

The IT Department and Procurement recommend a three-year award contingent upon satisfactory performance and budget authorization.

FUNDING/FISCAL IMPACT

Funding for this program is from the IT Operational Budget.

USER DEPARTMENT CONCURRENCE

This item has been reviewed by the IT 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.