

# **TOWN OF PALM BEACH**

Information for Town Council Meeting on: November 8, 2022

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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 No. 140-2022, A Resolution Approving a Change to the Award Authority of Resolution No. 083-2019 from \$240,000 Annually to \$400,000 Annually to support Planning, Zoning, and Building Plans Review Requirements—**Resolution No. 140-2022**

DATE: October 26, 2022

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## **STAFF RECOMMENDATION**

Town staff recommends that Town Council Approve Resolution No. 140-2022, Approving a Change to the Award Authority of Resolution No. 083-2019 from \$240,000 Annually to \$400,000 Annually to support Planning, Zoning, and Building Plans Review Requirements.

## **GENERAL INFORMATION**

Town Procurement and Contract Management issued ITB No. 2019-30 in July 2019 for Plan, Review and Inspection Services to support the Planning, Zoning, and Building Department. When Resolution No. 083-2019 was approved, the annual authorized amount was \$240,000. Based on current workload, Planning, Zoning and Building had \$400,000 approved for FY23 for these services.

It is the purpose of this authorization to match the resolution to the approved budget amount.

The Town has used three firms very successfully over the past years.

## **FUNDING/FISCAL IMPACT**

Funding for the project will be from Building Enterprise Fund.

## **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.