

TOWN OF PALM BEACH

Information for Town Council Meeting on: December 10, 2024

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

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

RE: Resolution authorizing an extension of the Health Fitness Corporation Contract for the Mandel Recreation Center for a period of six months in the amount of \$115,000

DATE: November 27, 2024

STAFF RECOMMENDATION

Staff recommends that the Town Council approve Resolution No. 178-2024, authorizing an extension of the Health Fitness Corporation Contract for the Mandel Recreation Center for a period of six months in the amount of \$115,000.

SUMMARY EXPLANATION/BACKGROUND

Town Procurement and Contract Management issued RFP No. 2020-01 for Mandel Recreation Center Fitness Center and Wellness Program Contractor in October 2019 for a three-year term. Health Fitness Corporation was awarded the RFP by Resolution No. 153-2019.

At the November 8, 2023, meeting, the Town Council approved an extension of the contract period ending February 28, 2025. The Recreation Department has requested an additional extension from March 1, 2025, to August 31, 2025. This extension will provide time to evaluate how a new Request for Proposal (RFP) can be structured to best serve the town's needs.

The six-month extension will provide the time to make a best business decision for the Mandel Recreation Center.

Health Fitness Corporation submitted updated pricing for the new contract period that represented a 4% increase to the contract period.

The firm has performed with outstanding results and has been an excellent partner with the Town.

FUNDING/FISCAL IMPACT

Funding for this service will be from the Recreation Operating Budget.

TOWN ATTORNEY REVIEW

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