

# AGENDA ITEM 3.B.3.

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 2, 2021 (  ) Consent ( ) Regular  
( ) Workshop ( ) Public Hearing

Department Submitted By: Clerk of the Circuit Court & Comptroller, Palm Beach County

Department Submitted For: Joseph Abruzzo, Clerk of the Circuit Court & Comptroller

I. EXECUTIVE BRIEF

**Motion and Title:**

Motion to approve the contracts and claims settlements' list as submitted by various departments to the Clerk of the Circuit Court & Comptroller's Office, cumulatively totaling: **\$15,215,088.48**

**Summary:**

The appropriate County staff has executed each contract for the attached lists and each contract will be effective on approval of the Board of County Commissioners (BCC) unless a later effective date is referenced.


**Background and Justification:**

The Palm Beach County Purchasing Ordinance and R-94-702 delegate certain contracts execution to appropriate county staff. However, these contracts require BCC approval before becoming effective.

**Attachments:**

Lists identifying contracts:

1) PURCHASING	\$ 14,435,088.48
2) TOURIST DEVELOPMENT COUNCIL	\$ 780,000.00
3) RISK MANAGEMENT	\$ <u>0.00</u>
<b>TOTAL</b>	<b>\$ 15,215,088.48</b>

Recommended by:  Melissa M. Corrales, Manager - Finance Services 1/29/21 Date

Approved by: N/A Date  
Assistant County Administrator

**II. FISCAL IMPACT ANALYSIS**

**A. Five-Year Summary of Fiscal Impact:**

<u>Fiscal Years</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____	_____
Number of additional FTE positions (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.: Fund \_\_\_\_\_ Dept. \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_

Reporting Category \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

**C. Departmental Fiscal Review:**

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

\_\_\_\_\_  
OFMB

\_\_\_\_\_  
Contract Dev. and Control

**B. Legal Sufficiency:**

\_\_\_\_\_  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

# ROUTING INFORMATION – Tourist Development Council

## BOARD SERVICES – MINUTES DIVISION

ROUTED TO: Susan C. Brown or Tracy Ramsey

ROUTED FROM: Tim Montiglio, Board Services - Minutes (3-2958)

ITEM DESCRIPTION: Tourist Development Council (TDC) Agreement Extensions

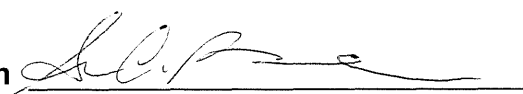
MEETING DATE: February 2, 2021

MEETING TYPE: BCC Regular

DEADLINE TO BOARD SERVICES: Friday, January 29, 2021, before noon.

TDC Memo Dated	Number of Agreements	Date Routed	Reviewed By	Date Signed
01/21/21	4	01/28/21	Susan C. Brown	01-29-21

**DO NOT PROCESS  
TO THE AGENDA  
COORDINATOR  
WITHOUT A  
SIGNATURE:**

Susan C. Brown 

or

Tracy Ramsey \_\_\_\_\_

**FEBRUARY 2, 2021**

**CONSENT AGENDA**

**3.B.3. – CONTINUED**

**A)**

One-time purchase of fire apparatus from Sutphen Corporation for \$3,826,557.04.

**B)**

Renewal of term contract with U.S. Submergent Technologies LLC d/b/a Polston Applied Technologies LLC for \$600,000 for tank cleaning services at County wastewater treatment plants from 02/11/2021 through 02/10/2022.

**C)**

Renewal of term contract with Mega Nursing Services Inc. d/b/a Mega Medical Supply; CSI Private Duty Services Inc. d/b/a Friends Assisting Seniors and Families; Caring For Seniors Inc. d/b/a CSI Caring for Seniors; Home Health Services of the Palm Beaches; Home Health Care Resources Corp.; FirstLantic Nurses Registry Inc.; Southern Home Care Services Inc. d/b/a AllWays Caring HomeCare; JN Nursing Registry Inc. for \$4,600,000 for in-home services from 03/01/2021 through 02/28/2022.

**D)**

Renewal of term contract with E.C. Stokes Mechanical Contractor Inc. d/b/a Stokes Mechanical Contractor Inc. for \$481,000 for plumbing services, time, material, and maintenance and repair from 02/25/2021 through 02/24/2022.

**E)**

Increase of term contract of \$400,000 with Tesco South Inc. d/b/a Hector Turf; Alta Enterprises LLC d/b/a Alta Construction Equipment Florida LLC for a total of \$4,010,908.84 for grounds maintenance equipment, parts, accessories, supplies and related services and equipment from 11/28/2017 through 03/31/2022.

**F)**

Increase of term contract of \$300,000 with Gomez & Son Fence Corp. for a total of \$665,200 to furnish and install post and rail fencing from 06/23/2020 through 06/22/2021.

**G)**

Increase of term contract of \$1,500,000 with CDW Government LLC; SHI International Corp. for a total of \$19,500,000 for information technology solutions, services and related products from 05/01/2019 through 02/28/2023.

**H)**

New term contract with Midwest Veterinary Supply Inc.; Patterson Veterinary Supply Inc. for \$1,280,000 for veterinary pharmaceuticals and supplies from 02/02/2021 through 02/01/2026.

**I)**

Ratification of the approval of an Emergency Use Agreement with South Florida Fair and Palm Beach County Expositions Inc. for \$78,000 for the use of space at the South Florida Fairgrounds as a COVID- 19 vaccination site from 01/19/2021 through 7/18/2021.

**J)**

Ratification of approval of a one-time emergency rental of equipment from Grimes Events & Party Tents for \$1,231,122.28 for a COVID-19 vaccination site at the South Florida Fairgrounds from 01/17/2021 through 07/17/2021.

**K)**

**1)**

Ratification of the approval of a CARES Act Emergency Funding Agreement with United Farmers Alliance for \$138,409.16 to provide for fresh produce to Palm Beach County's existing food bank/pantry, soup kitchens, and community feeding programs from 9/02/2020 through 12/30/2020.

**2)**

Ratification of the approval of the First Amendment to the CARES Act Emergency Funding Agreement with United Farmers Alliance to provide for fresh produce to Palm Beach County's existing food bank/pantry, soup kitchens, and community feeding programs from 9/02/2020 through 02/28/2021.

**L)**

Push Inc. agreement (R2018-1691) ending September 30, 2020, was suspended due to the COVID-19 pandemic from April 1, 2020 to September 31, 2021 and is being extended from September 31, 2020 to March 31, 2021. There is no change to the overall dollar amount of the agreement.

**M)**

Zimmerman Agency LLC (R2018-1120) ending September 30, 2020, was suspended due to the COVID-19 pandemic from April 1, 2020 to September 31, 2021 and is being extended from September 31, 2020 to March 31, 2021. There is no change to the overall dollar amount of the agreement.

**N)**

Miles Partnership LLP (R2018-1121) a second, two-year renewal from October 1, 2020 to September 31, 2022 not to exceed \$360,000 annually. There are no changes in the scope of services.

**O)**

Miles Partnership LLP (R2019-0184) a second, two-year renewal from October 1, 2020 to September 31, 2022 not to exceed \$420,000 annually. There are no changes in the scope of services.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
---------------	---------	-------------------------------------------------------------------------	-------------------------------------------------------	----------	-----------

<u>EXHIBIT A</u>	One-time purchase of fire apparatus per Purchase Order #ZG010721-23.	\$3,826,557.04 S/M/WBE: \$0	Fire Rescue Department 1300-440-4230-6401	Scarlett	
------------------	----------------------------------------------------------------------	--------------------------------	----------------------------------------------	----------	--

The Fire Rescue Department requests a one-time purchase of: three (3) Sutphen Heavy Duty Monarch S-Series 750 Pumpers (\$1,678,621.38); three (3) Sutphen Heavy Duty Monarch S-Series 1000 Pumpers (\$1,692,394.86); and one (1) International/Sutphen Tender 3000 gallon (\$455,540.80), for a collective total of \$3,826,557.04. These seven (7) vehicles are replacement vehicles due to aging of existing vehicles that have reached the end of their life cycle. This purchase is off National Purchasing Partners Government Division RFP #1905, NPPGOV Contract #PS20250, City of Salem, Oregon. Awardee is located out of State. This item was reviewed by the OEBO and a Waiver of API Requirements was approved.

<u>EXHIBIT B</u>	U.S. Submergent Technologies LLC d/b/a Polston Applied Technologies, LLC	Renewal of term contract for tank cleaning services at County wastewater treatment plants for the period 02/11/2021 through 02/10/2022 per Master Agreement #20024A.	\$600,000.00 S/M/WBE: \$0 Original Contract Amount: \$3,575,000.00	Water Utilities Department 4001-720-2584-4615 4001-720-2534-4615 4001-720-2537-4615 4001-720-1GUA-4615	Scarlett
------------------	--------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------	----------

The County has expended or encumbered \$677,909 (\$64,563/month) during the previous ten and one half (10.5) months of the current twelve (12) month term contract. \$600,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has three (3) twelve (12) month renewal options remaining. Awardee is located outside Palm Beach County in the City of Orlando, Florida. The original bid was established by a competitive selection process. No S/M/WBE submitted a bid on this project. This item was reviewed and approved for renewal by OEBO.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b>EXHIBIT C</b>					
Mega Nursing Services, Inc. d/b/a Mega Medical Supply; CSI Private Duty Services, Inc. d/b/a Friends Assisting Seniors and Families; Caring For Seniors, Inc. d/b/a CSI Caring for Seniors; Home Health Services of the Palm Beaches; Home Health Care Resources Corp; FirstLantic Nurses Registry, Inc.; Southern Home Care Services, Inc. d/b/a AllWays Caring HomeCare; JN Nursing Registry, Inc.	Renewal of term contract for in-home services for the period 03/01/2021 through 02/28/2022 per Master Agreement #F20021A.	\$4,600,000.00 S/M/WBE: \$0 Original Contract Amount: \$4,600,000.00	Community Services/Department of Senior Services 1006-144-1443-3401 1006-144-1457-3401 1006-144-1461-3401 1006-144-1472-3401 1006-144-1481-3401	Scarlett	

The County has expended or encumbered \$3,802,888 (\$362,180/month) during the previous ten and one half (10.5) months of the current twelve (12) month term contract. \$4,600,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has three (3) twelve (12) month renewal options remaining. Awardees are located in Palm Beach County. This Federal and State grant funded contract is exempt from the EBO Ordinance.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
---------------	---------	-------------------------------------------------------------------------	-------------------------------------------------------	----------	-----------

**EXHIBIT D**

E.C. Stokes Mechanical Contractor, Inc. d/b/a Stokes Mechanical Contractor, Inc.	Renewal of term contract for plumbing services, time, material, and maintenance and repair for the period 02/25/2021 through 02/24/2022 per Master Agreement #20005A.	\$481,000.00 S/M/WBE: \$0 Original Contract Amount: \$420,000.00	Countywide	Scarlett	
----------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------	------------	----------	--

The County has expended or encumbered \$231,559 (\$21,540/month) during the previous ten and three quarter (10.75) months of the current twelve (12) month term contract. \$481,000 is needed to meet the County's requirements through the expiration of this new twelve (12) month renewal term contract. This term contract has three (3) twelve (12) month renewal options remaining. Awardee is located in Palm Beach County. The original bid was established by a competitive selection process. No S/M/WBE vendor submitted a bid on this project.

**EXHIBIT E**

Tesco South, Inc. d/b/a Hector Turf; Alta Enterprises, LLC d/b/a Alta Construction Equipment Florida, LLC	Increase of term contract for grounds maintenance equipment, parts, accessories, supplies and related services and equipment for the period 11/28/2017 through 03/31/2022 per Master Agreement #300541.	Increased Amount: \$ 400,000.00 Total with increase: \$4,010,908.84 S/M/WBE: \$0 Original Contract Amount: \$1,522,404.00	Countywide	Scarlett	
-----------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	------------	----------	--

The County has expended or encumbered \$2,643,106 (\$70,483/month) during the previous thirty-seven and one half (37.5) months of the current fifty-two (52) month term contract. The Parks and Recreation Department requests an increase of \$400,000 over the previous authorized amount of \$3,610,908.84, inclusive of the Purchasing Director's ten percent (10%) authority, for the remaining fourteen and one half (14.5) months of the current term contract. This increase is necessary due to the Parks and Recreation Department's need for the funds that it previously transferred to the Department of Facilities Development & Operations for the purchase of grounds maintenance equipment. This purchase is off City of Mesa, AZ (National IPA) Contract #2017205 and has two (2) twelve (12) month renewal options remaining. Awardees are located outside Palm Beach County in the cities of Clearwater and Deerfield Beach, Florida. There is no S/M/WBE currently certified for this commodity or service.



**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b>EXHIBIT F</b>					
Gomez & Son Fence Corp.	Increase of term contract to furnish and install post and rail fencing for the period 06/23/2020 through 06/22/2021 per Master Agreement #20006.	Increased Amount: \$300,000.00 Total with increase: \$665,200.00 S/M/WBE: \$0 Original Contract Amount: \$332,000.00	Countywide	Scarlett	

The County has expended or encumbered \$56,318 (\$8,343/month) during the previous six and three quarter (6.75) months of the current twelve (12) month term contract. The Parks and Recreation Department requests an increase of \$300,000 over the previous authorized amount of \$365,200, inclusive of the Purchasing Director's ten percent (10%) authority, for the remaining five and one quarter (5.25) months of the current term contract. This increase is necessary for the replacement of dilapidated wood fences at various park locations throughout the County since the Parks and Recreation Department inadvertently included funds for these projects within another contract. This term contract has four (4) twelve (12) month renewal options remaining. Awardee is located in Palm Beach County. No responsive S/M/WBE vendor bid within 10% of the low bidder.

<b>EXHIBIT G</b>					
CDW Government LLC; SHI International Corp.	Increase of term contract for information technology solutions, services and related products for the period 05/01/2019 through 02/28/2023 per Master Agreement #300569.	Increased Amount: \$ 1,500,000.00 Total with increase: \$19,500,000.00 S/M/WBE: \$0 Original Contract Amount: \$18,000,000.00	Countywide	Scarlett	

The County has expended or encumbered \$11,557,442 (\$453,233/month) during the previous twenty-five and one half (25.5) months of the current forty-six (46) month term contract. The Water Utilities Department (WUD) requests an increase of \$1,500,000 over the previous authorized amount of \$18,000,000 for the remaining twenty and one half (20.5) months of the current term contract. This increase is necessary for the purchase of software maintenance agreements, toner, computer peripherals and related computer services, since WUD inadvertently included funds for these goods and services within another contract. This purchase is off the National IPA/City of Mesa, AZ Contract #2018011-01 and has two (2) twelve (12) month renewal options. Awardees are located out of State.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b>EXHIBIT H</b>					
Midwest Veterinary Supply, Inc.; Patterson Veterinary Supply, Inc.	New term contract for veterinary pharmaceuticals and supplies for the period 02/02/2021 through 02/01/2026 per Master Agreement #20081R.	\$1,280,000.00 S/M/WBE: \$0	Public Safety Department/Animal Care & Control Division 001-660-2230-5230 001-660-2230-5231	Scarlett	

The Public Safety Department/Animal Care & Control Division is requesting a new sixty (60) month term contract for veterinary pharmaceuticals and supplies. \$1,280,000 is needed to meet the County's requirements through the expiration of this new sixty (60) month term contract. This term contract has no renewal options. One (1) Awardee is located out of State and one (1) Awardee is located outside Palm Beach County in the City of Alachua, Florida. No S/M/WBE vendor submitted a bid on this project. This item was reviewed by the OEBO and a Waiver of API Requirements was approved.

<b>EXHIBIT I</b>					
South Florida Fair and Palm Beach County Expositions, Inc.	Ratification of the approval of an Emergency Use Agreement for use of space at the South Florida Fairgrounds as a COVID- 19 vaccination site for the period 01/19/2021 through 7/18/2021.	\$78,000.00 S/M/WBE: \$0	Facilities Development & Operations Department 1160-760- CV15-4900	Scarlett	

The Department of Facilities Development and Operations requested the approval of a new six (6) month Emergency Use Agreement to use space at the South Florida Fairgrounds as a vaccination site to administer the COVID-19 vaccine to Palm Beach County residents in the amount of \$78,000, with a start date of January 19, 2021. The Emergency Use Agreement allows for a month-to-month extension until December 31, 2021, at a rate of \$6,500 per month, should an extended use be deemed necessary. The vendor, a Florida nonprofit corporation, required a modification to the County's standard indemnification provision by limiting their indemnification of the County to negligent acts of the vendor's officers, agents and employees. In accordance with PPM CW-F-049, the Department of Risk Management and the County Attorney's Office have approved the modification to the indemnification provision. Due to the COVID-19 pandemic and the immediate need for the emergency use of the South Florida Fairgrounds location to vaccinate Palm Beach County residents with the COVID-19 vaccine, the County Administrator approved the Emergency Use Agreement and is seeking the Board's ratification of said agreement. Awardee is located in Palm Beach County. This Emergency Use Agreement is being funded with CARES Act funds and is exempt from the EBO Ordinance.

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
<b>EXHIBIT J</b>					
Grimes Events & Party Tents	Ratification of approval of a one-time emergency rental of equipment for a COVID-19 vaccination site at the South Florida Fairgrounds for the period 01/17/2021 through 07/17/2021 per EMP Purchase Order #RR-9454013.	\$1,231,122.28 S/M/WBE: \$0	Public Safety Department/Emergency Management Division 1160-140-CV02-4900 1160-760-CV15-4900	Scarlett	
<p>The Department of Public Safety/Emergency Management Division requested the approval of EMP Purchase Order RR-9454013 in the amount of \$1,231,122.28, for the emergency rental of equipment (i.e. tents with side panels and door, chairs, boxes, ramps, lights, fans, electrical cords, tables, flooring and fire package) necessary for the set-up and maintenance of the County's COVID-19 vaccination site located at the South Florida Fairgrounds. Due to emergency circumstances and the immediate need for these essential items during the COVID-19 pandemic, the Purchasing Director approved the emergency purchase and is seeking the Board's ratification of the Purchasing Director's approval of said EMP Purchase Order. Awardee is located in Palm Beach County. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.</p>					
<b>EXHIBIT K</b>					
United Farmers Alliance	A. Ratification of the approval of a CARES Act Emergency Funding Agreement to provide for fresh produce to Palm Beach County's existing food bank/pantry, soup kitchens, and community feeding programs for the period 9/02/2020 through 12/30/2020 per Contract #RR-9293016.	\$138,409.16 S/M/WBE: \$0	Public Safety Department/Emergency Management Division 1160-140-CV02-4900 1160-760-CV15-4900	Scarlett	
	B. Ratification of the approval of the First Amendment to CARES Act Emergency Funding Agreement to provide for fresh produce to Palm Beach County's existing food bank/pantry, soup kitchens, and community feeding programs for the period 9/02/2020 through 02/28/2021 per Contract #RR-9293016.	\$0 S/M/WBE: \$0	Public Safety Department/Emergency Management Division 1160-140-CV02-4900 1160-760-CV15-4900	Scarlett	

(See Next Page for Summary)

**PALM BEACH COUNTY/CONTRACTS AND AWARDS FOR APPROVAL**  
**BOARD OF COUNTY COMMISSIONERS MEETING DATE OF**  
**02/02/2021**

Contractor(s)	Project	Contract Amount S/M/WBE Dollar Amount/Percentage of Participation	Department(s) or Division(s) Accounting Line(s)	Executor	Minutes #
A.	The Department of Public Safety/Emergency Management Division requested the approval of a new four (4) month CARES Act Emergency Funding Agreement ("Contract") for the provision of food distribution services of farm fresh food to Palm Beach County's existing food bank/pantry, soup kitchens, and community feeding programs in an amount not to exceed \$138,409.16. Through United Farmers Alliance, the County is providing approximately 6,500 pounds of weekly fresh produce to Palm Beach County feeding programs serving low income families and individuals. All expenditures must be completed by December 30, 2020. Due to emergency circumstances and the immediate necessity for these essential services during the COVID-19 pandemic, the Purchasing Director approved the Contract and is seeking the Board's ratification of the Purchasing Director's approval of the Contract. Awardee is located in Palm Beach County. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.				
B.	The Department of Public Safety/Emergency Management Division requested the approval of the First Amendment to CARES Act Emergency Funding Agreement (First Amendment) to provide for a two (2) month extension to the CARES Act Emergency Funding Agreement extending the term from December 30, 2020 to February 28, 2021. The total not to exceed amount of \$138,409.16 remains unchanged. Due to emergency circumstances and the immediate necessity for these essential services during the COVID-19 pandemic, the Purchasing Director approved the First Amendment and is seeking the Board's ratification of the Purchasing Director's approval of said First Amendment. Awardee is located in Palm Beach County. This emergency purchase is being funded with CARES Act funds and is exempt from the EBO Ordinance.				

**TOTAL AMOUNT OF CARES ACT AWARDS \$ 1,447,531.44**  
**TOATAL AMOUNT OF ALL AWARDS \$14,435,088.48**



**INTEROFFICE MEMORANDUM**

**DATE:** January 21, 2021

**TO:** Tim Montiglio  
Clerk's Office

**FROM:** Joan Hutchinson *JH*  
TDC

**RE:** Sub-Agreement Extensions

---

I have attached two (2) copies of four (4) marketing subcontracts for the Cultural Council of Palm Beach County and Discover the Palm Beaches.

- Push, Inc. agreement (R2018-1691) ending September 30,2020 was suspended due to the COVID-19 pandemic, from April 1, 2020 - September 31,2021 and is being extended from September 31, 2020 – March 31,2021. There is no change to the overall dollar amount of the agreement.
- Zimmerman Agency, LLC. (R2018-1120) ending September 30,2020 was suspended due to the COVID-19 pandemic, from April 1, 2020 - September 31,2021 and is being extended from September 31, 2020 – March 31,2021. There is no change to the overall dollar amount of the agreement.
- Miles Partnership, LLP. (R2018-1121) second two-year renewal from October 1, 2020 – September 31, 2022 not to exceed \$360,000 annually. There are no changes in the scope of services.
- Miles Partnership, LLP. (R2019-0184) second two-year renewal from October 1, 2020 – September 31, 2022 not to exceed &420,000 annually. There are no changes in the scope of services.

Will you please add these to the next “contract list” for BCC approval? Following approval, I am requesting one (1) copy of each be returned to this office. If you have any questions, please call me at 233-3133.

Tdc/subcontracts2020/Memo