



Legislation Details (With Text)

File #: 21-4592 **Name:** AUTHORIZATION TO AWARD A CONTRACT TO PAYLE, INC. DBA VISUAL IMAGES FOR THE PURCHASE AND DELIVERY OF TROPHIES, PLAQUES, AND MEDALS

Type: Purchasing/Contract **In control:** Village Council

On agenda: 9/13/2021 **Final action:**

Title: AUTHORIZATION TO AWARD A CONTRACT TO PAYLE, INC. DBA VISUAL IMAGES FOR THE PURCHASE AND DELIVERY OF TROPHIES, PLAQUES, AND MEDALS

Code sections:

Attachments: 1. 1. Bid Document, 2. 2. Visual Images Proposal, 3. 3. Bid Tabulation, 4. 4. Notice of Intent

Date	Ver.	Action By	Action	Result
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ITEM: AUTHORIZATION TO AWARD A CONTRACT TO PAYLE, INC. DBA VISUAL IMAGES FOR THE PURCHASE AND DELIVERY OF TROPHIES, PLAQUES, AND MEDALS

REQUEST: Authorization to award a contract to Payle Inc. DBA Visual Images, for the purchase and delivery of trophies, plaques, and medals, for all recreational sports Village-wide, in the amount of approximately \$88,416.00 for the initial three-year term.

EXPLANATION: The Parks and Recreation Department purchases trophies, plaques, and medals for all recreational sport participants throughout the year.

On July 14, 2021, the Village released ITB #202124 Supply & Delivery of Trophies, Plaques, and Medals on the Village website, Demandstar, and the Palm Beach Post, seeking qualified firms to provide such services. On July 29, 2021, the Village received four (4) proposals.

Vendor	Annual Amount	Local Vendor Status
Payle Inc. DBA Visual Images	\$29,472.00	Western Communities
MTM Recognition Corporation	\$66,014.50	Non-Local
Express Plaque Awards and Trophies LLC	\$81,536.50	Palm Beach County
Bay Promo, LLC	\$113,248.24	Non-Local

The lowest, responsive bidder was Payle Inc. DBA Visual Images, a Western Communities vendor who submitted a bid in the amount of \$29,472.00, annually.

The initial term of the contract will be a three (3) year period, with the option to renew for two (2) additional one (1) year periods. The Village anticipates spending approximately \$88,416.00 during the initial three-year period of the contract.

Staff requests authorization to award a contract to Payle Inc. DBA Visual Images, a Western Communities local business, for the purchase and delivery of trophies, plaques, and medals in the amount of approximately

\$88,416.00 for the initial three-year term.

BUDGET AMENDMENT REQUIRED: NO

PUBLIC HEARING: NO **QUASI-JUDICIAL:**

FIRST READING: **SECOND READING:**

LEGAL SUFFICIENCY: YES

FISCAL IMPACT: Funds will be allocated within the Parks & Recreation Department operating budget to cover these expenditures.

WELLINGTON FUNDAMENTAL: Protecting our Investment

RECOMMENDATION: Authorization to award a contract to Payle Inc. DBA Visual Images for the purchase and delivery of trophies, plaques, and medals, for all recreational sports Village-wide, in the amount of approximately \$88,416.00 for the initial three-year term.