**BCC MEETING DATE:** November 19, 2024

**AGENDA ITEM:** DEPT-2

## MARTIN COUNTY, FLORIDA SUPPLEMENTAL MEMORANDUM

**TO:** Honorable Members of the Board of **DATE:** November 12, 2024

County Commissioners

**VIA:** Don G. Donaldson, P.E. County Administrator

FROM: Krysti L. Brotherton, NIGP-CPP, CPPO, CPPB

Chief Procurement Officer

SUBJECT: CONTRACTS THAT MEET THE THRESHOLD FOR BOARD

**APPROVAL \$1 MILLION OR GREATER** 

A. CONTRACTS OVER \$1,000,000 - Per Board direction, contracts valued at \$1,000,000 or more require approval by the Board of County Commissioners.

1. GRINDER ELECTRICAL CONTROL PANEL INSTALLATION (RFB2024-3627) — Continuing services agreement to install Grinder Electrical Control Panels. The work includes the installation of a dedicated 30-amp branch circuit for septic-to-sewer conversions at single-family and duplex residential properties throughout Martin County's service area.

Individual projects (work orders) shall not exceed \$300,000.00 per Section 255.20, Florida Statute (as amended).

Project was publicly bid (bid tabulation attached). Three (3) bids were received.

According to the solicitation, "Martin County desires to select two (2) contractors to perform the scope of work contained herein. The work will be rotated equally between the two (2) contractors. The lowest responsible bidder will be awarded the contract and the second lowest will be asked to match the unit prices of the first lowest. If they elect not to participate, then the third lowest responsible bidder will be asked to match and will continue until two bidders are selected. In the event no alternate bidders agree to match, then the bid will be awarded only to the lowest responsible bidder, with the second lowest bidder as an alternate"

The second-lowest bidder was asked to match the lowest bidder's pricing, but after several attempts, no response was received. The County then reached out to the third-lowest bidder with the same request, but this bidder also did not respond.

Given the lack of response from the second and third lowest bidders, the County recommends awarding the contract solely to the apparent lowest bidder.

Maximum Not-to-Exceed Value: \$1,500,000.00

Maximum Not-to-Exceed Term: 5 years

(3-year term plus two 1-year renewal options)

The contract shall terminate when the cumulative expenses reach the maximum value or term, whichever comes first. The contract is a standard form of Agreement approved by

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the County Attorney which allows for termination for cause or convenience at any time.

**Fiscal Impact:** This is a self-funded program. Residents pay for grinder installations into the Consolidated Utilities Fund and the County pays Contractors for jobs completed.

## **Recommended Action:**

- 1. Move that the Board award the contract to the lowest, responsive, and responsible bidder, Aapex Electric, Inc.; and
- 2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

Per Board direction, all bidders have been notified of the recommendation of award and Board meeting date.

- **B. CONTRACT AMENDMENTS OVER 10% OF ORIGINAL CONTRACT VALUE -** In accordance with the Purchasing Manual, Section 3.1, contract amendments for contracts valued at \$500,000 or more that increase the total contract value by 10% or more require approval by the Board of County Commissioners.
  - 1. BUILDING 17 RENOVATION FOR THE REACH CENTER (RFB2023-3538) This project (Base Bid) includes but is not limited to renovating the existing Building 17 to be used as the Reimagining Education and Career Help (REACH) Center. This renovation includes the new framework, electrical, plumbing, interior finishes, sidewalk, security lighting, outdoor seating, and the rehabilitation of portions of the existing parking lot including all associated drainage, marking, and landscaping.

Purpose of Change Order: This change order covers several structural and mechanical upgrades that will significantly enhance the facility, addressing issues not accounted for in the original design due to unexpected structural, mechanical, and utility considerations. Key improvements include the addition of structural concrete columns, a reinforced structural topping, and the installation of comprehensive mechanical ductwork. It also includes a detailed inspection of the existing sewer system and the addition of high-quality PVC drainage pipes. Additional elements in the change order involve the installation of C-channels, a premium-colored mansard roof, concrete cutting along the north exterior walls, and a finished aluminum composite material on the south wall, all of which will improve the facility's overall aesthetics. Lastly, a utility location service for FPL will be conducted to ensure all utilities are accurately mapped, which is essential for the updated project scope.

Original Contract Amount: \$2,820,803.00 (Approved by BOCC on 11/7/23)

Change Order #1: \$ 91,840.26 (Approved Administratively on 4/16/24)
Change Order #2: \$ 142,863.27 (Approved Administratively on 9/23/24)

Amount of Increase: \$ 173,398.37 Total Contract Amount: \$ 3,228,904.90

**Fiscal Impact:** This change order is funded with U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds ("SLFRF") under the American

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Rescue Plan Act of 2021 (ARPA).

## **Recommended Action:**

1. Move that the Board approve Change Order #3 to All-Site Construction, Inc., in the amount of \$173,398.37; and

2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

DGD/klb Attachments