

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

---

**TO:** Honorable Members of the Board of County Commissioners      **DATE:** June 1, 2026

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

**FROM:** Krysti L. Brotherton, NIGP-CPP, CPPO, CPPB, FCCM  
Chief Procurement Officer

**SUBJECT: CONTRACTS THAT MEET THE THRESHOLD FOR BOARD APPROVAL**

---

**A. CONTRACTS OVER \$500,000** - In accordance with the Purchasing Manual, Section 3.1, contracts valued at \$500,000 or more require approval by the Board of County Commissioners.

- 1. LAKE GROVE WATER MAIN EXTENSION (RFB2026-3746)** – Installation of new HDPE water mains within private rights of way in the Lake Grove neighborhood. The project includes installation of primarily 8 inch water mains using both open cut and directional drilling methods. Work also includes the installation of valves, fittings, service connections, and fire hydrants, as well as completing a tie in to an existing water main in accordance with the construction drawings. Additional responsibilities include mobilization, maintenance of traffic, construction stakeout, site restoration and sodding, and preparation and submission of record drawings.

This contract was publicly advertised for competitive bidding (see attached Bid Tabulation). Six (6) bids were received; however, one (1) was deemed non-responsive due to an incomplete submittal package, including blank forms and documents.

**Fiscal Impact:** The cost of the project will be paid for by the benefitted property owners of the Lake Grove Water Main Municipal Service Benefit Unit (MSBU).

**Recommended Action:**

1. Move that the Board award the contract to the lowest, responsive, and responsible bidder, Jamie Underground, Inc., in the amount of \$595,760.00; and
2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

DGD/klb  
Attachment