

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** November 24, 2025

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. TELEPHONE & TELECOMMUNICATIONS EQUIPMENT REPAIR & MAINTENANCE (RFB2026-3718)** – Continuing services agreement to provide repair and installation of structured network cabling on an as-needed basis. Work shall include, but not be limited to, the furnishing of all materials, labor, supplies, and services necessary for the repair and/or installation of network cabling at both structured and non-structured cabling sites throughout Martin County.

This solicitation was publicly advertised for competitive bidding (see attached bid tabulation). One (1) bid was received for this solicitation. As a result, Purchasing staff contacted all firms that downloaded the solicitation from DemandStar and requested completion of a Statement of No Bid. The majority of respondents indicated that they were either not qualified or unable to perform the services outlined in the Scope of Services, and one firm noted that its work focuses primarily on larger outside plant fiber optic projects. The responses confirm that the vendor pool for these specialized services is limited. Therefore, staff recommends award to the sole respondent.

Maximum Not-to-Exceed Value: \$1,000,000.00
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 the County Attorney which allows for termination for cause or convenience at any time.

Fiscal Impact: Funding for new construction or renovation would be provided through the Capital Improvement Plan (CIP). Cabling needs for ITS or MC Department operations would be supported through the ITS Technology Investment Plan (TIP) or the department's operating budget.

BCC MEETING DATE: December 2, 2025
AGENDA ITEM: DEPT-2

Recommended Action:

1. Move that the Board award the contract to the sole responsive and responsible bidder, Universal Cabling Systems, 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.

DGD/KLB
Attachment