

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

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

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. NEW MONROVIA PARK IMPROVEMENTS (RFB2026-3715) – New Monrovia Park is a public, County-maintained Park, owned by the Martin County School District and located in the New Monrovia neighborhood of Port Salerno, Martin County.

Planned improvements include grading and leveling the field on the west side of the park, demolishing, and replacing the existing basketball court (with new goals and an expanded layout), installing shade structures over the play areas, constructing accessible pathways, and adding new benches, a bike rack, and a fully integrated irrigation system throughout the park.

This contract was publicly advertised for competitive bidding (see attached Bid Tabulation).

Fiscal Impact: Project funding is provided through the Port Salerno CRA Trust Fund (Tax Increment Financing (TIF)).

Recommended Action:

1. Move that the Board award the contract to the lowest, responsive, and responsible bidder, Formax Construction, LLC, in the amount of \$588,162.00; and
2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

DGD/klb
Attachments