

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners  
**DATE:** September 16, 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**

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**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. LIFT STATION REHABILITATION (RFB2025-3705)** – Continuing services agreement for minor rehabilitation of sanitary sewer lift stations. Work will be performed on an as-needed basis, which may include emergency response services, and shall include providing all required labor, supervision, equipment, machinery, tools, materials, transportation, insurance, and related incidentals necessary to complete the services.

The County anticipates rehabilitating approximately four (4) to six (6) sanitary sewer lift stations per year. The actual number of projects may be higher depending on funding availability beyond the current budget allocation, which will be determined during the second half of each fiscal year.

This contract was publicly advertised for competitive bidding (see attached Bid Tabulation). Three (3) bids were received; however, one (1) was determined to be non-responsive due to an incomplete and incorrect bid form.

Maximum Not-to-Exceed Value: \$5,000,000.00  
Maximum Not-to-Exceed Term: 5 years  
(3-year term plus two 1-year renewal options)

Individual projects (work orders) shall not exceed \$300,000.00 per Section 255.20, Florida Statute (as amended). 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 individual work orders is provided through Utilities Enterprise funds.

**Recommended Action:**

1. Move that the Board award the contract to the lowest, responsive, and responsible bidder, Felix Civil Construction, LLC; 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.

- 2. UNDERGROUND UTILITY CONSTRUCTION (RFB2025-3706)** – Continuing services agreement to provide all labor, materials, equipment, and services necessary for water and sewer system installation, repair, and maintenance. The work may include, but is not limited to force main, gravity sewer, water main, valve, and water meter installation and repair, as well as underground and above-grade water and sanitary sewer work. Services will be performed on an as-needed basis, including emergency repairs when required. Contractors must be able to provide emergency response 24 hours a day, 7 days a week, 365 days a year.

This contract was publicly advertised for competitive bidding (see attached Bid Tabulation). Eleven (11) bids were submitted; however, one (1) was deemed non-responsible for failing to meet the minimum licensing requirements specified in the solicitation.

Maximum Not-to-Exceed Value: \$12,500,000.00  
Maximum Not-to-Exceed Term: 5 years  
(3-year term plus two 1-year renewal options)

Individual projects (work orders) shall not exceed \$300,000.00 per Section 255.20, Florida Statute (as amended). 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 individual work orders is provided through Utilities Enterprise funds, CFC Water Funds, and CFC Sewer Funds.

**Recommended Action:**

1. Move that the Board award the contract to the five (5) lowest, responsive, and responsible bidders:
  - Jamie Underground, Inc.
  - Coastal Land Development of Martin County, Inc.
  - Underground Construction Management, Inc.
  - Eastern Pipeline Construction, Inc.
  - Felix Civil Construction, LLC
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.