

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** June 14, 2022

VIA: Taryn G. Kryzda, MPA, CPM
County Administrator

FROM: Krysti L. Brotherton, NIGP-CPP, CPPB
Purchasing Manager

**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. HOBE HILLS NEIGHBORHOOD RESTORATION (RFB2022-3408)** – The Hobe Hills Neighborhood Restoration Project includes the restoration of neighborhood drainage infrastructure in the Hobe Hills neighborhood in Hobe Sound, FL. The scope of work includes removal of existing Corrugated Metal Pipe (CMP) and High-Density Polyethylene Pipe (HDPE), removal of select drainage structures, installation of new Reinforced Concrete Pipe (RCP), exfiltration trench and drainage structures, roadway open cut trench repair, swale regrading, concrete and asphalt driveway construction, concrete sidewalk construction, minor asphalt re-construction, desilting of culverts, updating of roadway signage, and other incidental work as shown and specified in the Contract Documents. Allowances have been included in the Bid/Contract for potential utility conflict resolutions and landscape restoration, as needed.

Project was publicly bid (bid tabulation attached).

Fiscal Impact: Project is in the adopted FY 2022 Capital Improvement Plan (CIP) and is funded with American Rescue Plan Act (“ARPA”) / U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”).

Recommended Action:

1. Move that the Board award the contract to the lowest responsive and responsible bidder, Loren Jock Trucking, Inc., in the amount of \$1,021,129.00; and
2. Move that the Board approve the CIP revision to update the funding source to ARPA Infrastructure; and
3. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

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

B. CONSULTANT'S COMPETITIVE NEGOTIATION ACT (CCNA) CONTRACT AWARD - In accordance with the Purchasing Manual, Section 3.1, CCNA contracts valued at \$500,000 or more require approval by the Board of County Commissioners.

1. CONSTRUCTION ENGINEERING SERVICES FOR THE OLD PALM CITY VACUUM SEWER SYSTEM & WATER MAIN PROJECT (RE-BID) (RFQ2022-3394) – Construction Engineering consulting services for the Old Palm City Vacuum Sewer System and Water Main Project. The project will serve approximately 1,029 parcels with sanitary sewer and 377 parcels with potable water.

Specific construction engineering services shall include, but are not limited to:

- Drafting, scheduling, and managing the pre-construction and progress meetings
- Shop drawing review
- Request for information review and response
- Professional Engineering services during construction
- Full time construction observation and management – water main, vacuum mainforce main, and vacuum building
- Payment review and approval
- State Revolving Fund (SRF) Funding coordinating and reporting with the State of Florida (if applicable)
- Preparing reports for Grant Agencies as needed
- Record drawing review
- Operation and Maintenance Manual Review
- Project closeout including production of punch list
- Certification of project for permits
- Other items as required

This Contract was originally advertised under RFQ2022-3386: Construction Engineering Services for the Old Palm City Vacuum Sewer System & Water Main Project. This solicitation was advertised in the Stuart News and on DemandStar on January 20, 2022. According to DemandStar statistics, 1,437 vendors were notified, and 21 vendors downloaded the solicitation ("planholder"). However, only one (1) statement of qualifications (submittal) was received. Per Section 287.055, Florida Statute, no fewer than three (3) firms deemed to be the most highly qualified to perform the required services shall be shortlisted and provided an opportunity to conduct discussions with or present their qualifications, approach to the project and ability to furnish the required services to the agency. Therefore, the sole statement of qualifications was rejected.

Purchasing staff surveyed those firms/vendors that downloaded the solicitation but did not submit a statement of qualifications. The Statement of No Bid survey responses are summarized below:

- *No opportunity to meet with the agency before or during the bid process* – 3 responses
- *Unable to meet specifications (minimum requirements)* – 3 responses

County staff contacted the vacuum sewer system manufacturer prior to advertisement and three (3) vendor names were provided to County staff as having experience with vacuum sewer systems in this capacity. Those vendors were added to the solicitation notification list in DemandStar. Of those three (3) vendors only one (1) vendor submitted a statement of qualifications.

The new Contract was re-bid under RFQ2022-3394: Construction Engineering Services for the Old Palm City Vacuum Sewer System & Water Main Project (Re-bid). This solicitation was advertised in the Stuart News and on DemandStar on March 2, 2022. Based on the survey results received from the previous solicitation, staff realized the need to host a pre-proposal meeting. A non-mandatory pre-proposal meeting was scheduled for March 14, 2022. There were zero (0) vendors in attendance at this meeting. The Statement of Qualifications (submittals) for RFQ2022-3394 were due on March 30, 2022 at 2:30 PM.

According to DemandStar statistics, 1,432 vendors were notified, and 25 vendors downloaded the solicitation ("planholder"). Two (2) vendors responded to a Request for Qualifications (RFQ).

Due to the minimum experience required for a vacuum sewer project of this size and complexity, there is a limited number of Engineering firms within the State of Florida that meet the minimum qualifications. Based on this information, and the fact that this is the second time this project has been solicited, the County's Purchasing Manager has concluded that competition is adequate, and the selection committee process proceeded.

The Selection Committee met on April 7, 2022, and shortlisted two (2) firms. The shortlisted firms presented to the Selection Committee and answered questions on April 14, 2022. Upon the conclusion of vendor presentations, the Selection Committee reconvened to score the vendor responses and presentations and made a recommendation of contract award. One (1) firm was recommended for Contract award (score sheet attached).

Fiscal Impact: The Contract is funded by State Revenue Sharing funding for Septic to Sewer projects.

Recommended Action:

1. Move that the Board award the Contract to Giffels-Webster Engineers, Inc. (GWE), in the amount of \$1,358,372.50; and
2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

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