

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** March 1, 2023

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. SE COVE ROAD RESURFACING & BIKE LANES (SR-5/US-1 TO SE DIXIE HIGHWAY) (RFB2023-3461)** – The Cove Road Resurfacing and Bike Lanes Project is a 1.08-mile roadway resurfacing project that includes widening for bike lanes and various drainage improvements in Stuart. The complete project scope includes clearing and grubbing, excavation, embankment, drainage improvements, roadway widening, roadway construction, milling of existing asphalt, asphalt paving, striping and signage. The scope of work also includes erosion control, temporary traffic control (MOT), clearing, sod, and other incidental work as shown and specified in the Contract Documents.

Project was publicly bid (bid tabulation attached).

Fiscal Impact: This project is funded by a State of Florida Department of Transportation (FDOT) Local Agency Program (LAP) grant and Countywide Road Maintenance MSTU funds.

Recommended Action:

1. Move that the Board award the contract to the lowest, responsive and responsible bidder, FG Construction, LLC, in the amount of \$2,265,835.54; and
2. Move that the Board adopt the amended CIP sheet that reflects the supplemental grant funding to award this bid; and
3. 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. PLANNING SERVICES FOR COMMUNITY REDEVELOPMENT AREAS (CRAs) (RFP2023-3469)** – A continuing services contract for planning services such as urban design and graphics, market studies, economic cost/benefit analysis, redevelopment incentive programs, stormwater analysis studies, historic preservation, wayfinding and

signage programs, landscaping concepts, creative placemaking, business attraction and retention strategies, cost analysis, and parking solutions on an as needed basis. These services will be provided in conjunction with the operation, maintenance, and implementation of the Community Redevelopment Area (CRA) plans in Martin County, Florida.

Seven (7) firms responded to a Request for Proposals (RFP).

The Selection Committee recommended the three (3) highest scoring firms for contract award (score sheet attached).

Note: On February 22, 2023, the Selection Committee met in a public meeting, scored the proposals, and made a recommendation of Contract award to three (3) firms: BusinessFlare, LLC, GAI Consultants, Inc., and MARLIN Engineering, Inc. However, immediately following the meeting, Purchasing Division staff discovered a discrepancy in the Selection Committee member's scoring for one firm (BusinessFlare, LLC). The Selection Committee reconvened on February 28, 2023, in a public meeting, to discuss the scoring discrepancy and corrected the scoring for BusinessFlare, LLC (for scoring criteria "Location of Primary Firm"). The firms recommended for Contract award did not change based on this corrected scoring.

Maximum Not-to-Exceed Value: \$2,500,000

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 individual projects is available in various capital budgets approved by the Board annually.

Recommended Action:

1. Move that the Board award the contract to:

- BusinessFlare, LLC
- GAI Consultants, Inc.
- MARLIN Engineering, Inc.

2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

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