

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** July 24, 2019

VIA: Taryn Kryzda
County Administrator

FROM: Krysti Brotherton
Purchasing Manager

**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. **Employee Medical Clinic** –a full service, on-site primary care clinic to provide medical services, including pre-employment health screenings, occupational and nonoccupational health services, primary care services, medication dispensing, as well as wellness and disease management programs for all employees and dependents enrolled in the County's health insurance plan.

Seven (7) proposals were received. A selection committee comprised of a representative from each of the Constitutional Officers, Fire Rescue Union, Teamsters Union and three additional County staff members reviewed the proposals and shortlisted two firms (score sheet attached). The shortlisted firms made a presentation to the Selection Committee and a final selection was made (final score sheet attached). The Committee is recommending award of a contract to Employee Wellness, P.A.

The initial Agreement term is three (3) years and will be automatically renewed under the same terms for two additional periods of three years each not to exceed at total of nine (9) years. The Agreement may be terminated by either party for any or no cause with 120 day written notice. The Agreement was reviewed and approved by the County Attorney's Office.

Recommended Action: Move that the Board award contract to Employee Wellness, P.A.

2. **Golden Gate Neighborhood Restoration (Drainage)** – project includes the restoration of neighborhood drainage infrastructure in the subdivision of Golden Gate in Martin County, FL. The scope of work includes removal of existing CMP and HDPE pipes, removal of select drainage structures, installation of new RCP pipes and drainage structures, roadway open cut trench repair, swale regrading, concrete driveway construction, concrete valley gutter construction, minor asphalt construction, desilting of culvert, updating of roadway signage, and other incidental work

Project was publicly bid (bid tabulation attached).

Fiscal Impact: Project is in the adopted FY19 Capital Improvement Plan (CIP) and is funded by FPL Franchise Fee funds (CIP sheet attached).

Recommended Action: Move that the Board award contract to lowest, responsive and responsible bidder, Belvedere Contracting, Inc., in the amount of \$1,262,983.75.

3. **North River Shores Neighborhood Restoration (Resurfacing)** – Roadway construction work within the North Rivers Shores neighborhood including, but not limited to: milling, resurfacing, curb & gutter, sidewalk reconstruction, signing & pavement markings.

Project was publicly bid (bid tabulation attached).

Fiscal Impact: Project is in the adopted FY17 Capital Improvement Plan (CIP) and is funded by Countywide Road MSTU and FPL Franchise Fee funds (CIP sheet attached).

Recommended Action: Move that the Board award contract to lowest, responsive and responsible bidder, Mancil's Tractor Service, Inc., in the amount of \$1,283,054.66.

B. CONSULTANT'S COMPETITIVE NEGOTIATION ACT (CCNA) CONTRACT AWARD - In accordance with the Purchasing Manual, Section 3.1, CCNA contracts valued at \$200,000 or more require approval by the Board of County Commissioners.

1. **Fire Rescue Facility Design** – Professional services for the design, engineering and permitting of a new fire station #14 on Hutchinson Island and remodel of fire station #18 on Britt Road (scope of services for both projects attached).

Eighteen (18) firms responded to a Request for Qualifications (RFQ) and a Selection Committee recommended contract award to Bowman Consulting (score sheet attached).

Fiscal Impact: Project is in the adopted FY19 Capital Improvement Plan (CIP) and is funded by a Bond approved by the Board on April 23, 2019 (CIP sheets attached).

Recommended Action: Move that the Board award contracts to Bowman Consulting Group Ltd. in the amount of \$353,047.50 for Fire Station 14 and \$332,607.00 for Fire Station 18.