

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** August 20, 2019

VIA: Taryn Kryzda
County Administrator

FROM: Krysti Brotherton
Purchasing Manager

SUBJECT: CONTRACTS THAT MEET THE THRESHOLD FOR BOARD APPROVAL

A. 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. **Western Corridor Water & Sewer Main Extension Design** – engineering consulting services for the Martin County Western Utility Extension Project. The selected firm will provide professional engineering services required to design and permit approximately 29,800 LF of water and 36,600 LF of wastewater mains and design the necessary modifications to Lift Station No. 540.

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

- Production of design plans and specifications for the project, which includes sizing of potable water mains and force mains and lift station upgrades
- Preparation and submittal to obtain all necessary permits, including but not limited to, the Florida Department of Environmental Protection, Florida Department of Transportation, and Martin County
- Preparation of bid documents
- Evaluation of construction bids and recommendation of award
- Coordinating with Martin County Utility staff
- Providing other tasks as necessary for project design and completion

Five (5) firms responded to a Request for Qualifications (RFQ) and a Selection Committee recommended one firm for contract award (score sheet attached).

Fiscal Impact: Funding for design will be advanced from the Consolidated Utilities Fund Reserves and will be repaid from future assessments.

Recommended Action: Move that the Board award the contract to Holtz Consulting, Inc. in the amount of \$359,740.00.

B. 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. **North River Shores Gravity Lateral Installation & Septic Conversion** - installation of gravity sanitary laterals from existing homes to vacuum pit laterals located at the

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adjacent right of way for the North River Shores I and II project. Two (2) contractors will be selected to perform the work. The work will be rotated equitably between the two (2) contractors. The lowest responsible bidder, The Lazarus Group, Inc., will be awarded the contract and the second lowest, Accurate Septic Services, Inc., has agreed to match the unit prices of The Lazarus Group, Inc.

Project was publicly bid (bid tabulation attached).

Fiscal Impact: The North River Shores Lateral Connections Program will not impact the Utilities budget. A clearing account within the Consolidated Utilities Fund will be used to accept payments from residents and to pay contractors for plumbing connections.

Recommended Action: Move that the Board award the contracts to The Lazarus Group, Inc. in the amount of \$545,298.00 and Accurate Septic Services, Inc. in the amount of \$545,298.00