

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** October 14, 2019

VIA: Taryn Kryzda
County Administrator

FROM: Krysti Brotherton
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. **Dixie Park Facility Demolition & In-Line Booster Station Improvements** – construction of a new in-line booster pump station and surge tank at the Martin County Utilities Dixie Park Facility. The project also includes the demolition of three unused surge tanks (bid alternate).

Project was publicly bid (bid tabulation attached).

In accordance with Martin County's Local Vendor Preference Ordinance No. 861, a local vendor within 5% of a non-local vendor's bid is given the opportunity to match the low bid. In this case, Lawrence Lee Construction Services, Inc. (Stuart, FL) agreed to match Florida Design Contractors, Inc. (Lake Park, FL) bid. Therefore, the bid award will be to Lawrence Lee Construction Services, Inc. in the amount of the low bid (base bid + bid alternate).

Fiscal Impact: Project is in the adopted FY 2019 Capital Improvement Plan (CIP) and is funded by Capital Facility Charges (CFC) - Sewer (CIP sheet attached). Additional funds in the amount of \$549,241 are required to complete this project.

Recommended Action: Move that the Board:

- award the contract to the lowest, responsive and responsible bidder Lawrence Lee Construction Services, Inc. in the amount of \$2,049,241.00 (base bid + bid alternate); and
- approved a revised CIP sheet; and
- authorize a budget transfer from CFC Sewer Fund (FY20 reserves) in the amount of \$549,241.

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 \$200,000 or more require approval by the Board of County Commissioners.

1. **Professional Engineering Services Related to Solid Waste/Landfill** – a continuing service contract for professional engineering services related to the Solid Waste Division/Landfill including but not limited to: guidance, planning, public participation, investigation, study, financial analysis, permitting, design, inspection, and construction management related to existing and proposed projects.

Two (2) firms responded to a Request for Qualifications (RFQ) and a Selection Committee recommended one firm for contract award (score sheet attached).

Maximum Not-to-Exceed Value: \$3,500,000
Maximum Not-to-Exceed Term: 5 years

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 the Utilities & Solid Waste budget (solid waste fees) approved by the Board annually.

Recommended Action: Move that the Board award the Contract to CDM Smith, Inc.

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

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