

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners    **DATE:** February 11, 2020

**VIA:** Taryn Kryzda  
County Administrator

**FROM:** Krysti Brotherton  
Purchasing Manager

**SUBJECT: CONTRACTS THAT MEET THE THRESHOLD FOR BOARD  
APPROVAL**

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**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. **MEDICAL SUPPLIES FOR EMERGENCY MEDICAL SERVICES** – Medical supplies for Emergency Medical Services, as needed, delivered to 951 SE Ruhnke Street, Stuart, Florida. The items listed on the bid form are some of the more frequently purchased items and are intended to be a sampling of supplies for bidding purposes only. The County may add goods and/or services at any time during the term of this Agreement at a cost to be agreed upon by the Vendor and the County.

Seven (7) bids were received (bid tabulation attached).

Maximum Not-to-Exceed Value: \$1,000,000  
Maximum Not-to-Exceed Term: 5 years

Per the bid documents: Split Award - Martin County reserves the right to award to the overall lowest, most responsive bidder or to award by line item should that be in the best interest of the County. Staff has completed a bid analysis and recommends award by line item as indicated below:

Bound Tree Medical:	Line Item #s: 1-82, 89-125, 127-136, and 139-140
Henry Schein:	Line Item #s: 83-88, 126, and 137-138

**Fiscal Impact:** Fire MSTU Ad Valorem funds have been budgeted for this Contract.

**Recommended Action:** Move that the Board award the contract by line item (as indicated above) to the lowest, responsive and responsible bidders Bound Tree Medical and Henry Schein, Inc.

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

2. **WATER METER INSTALLATION** – exchange of water meters equipped with Automated Meter Reading (AMR) radio transmitters where an old water meter is being removed. Provide professional installation services for replacing and retrofitting 5/8-inch to 2-inch manual read water meters with County supplied AMR equipped water meters and

**BCC MEETING DATE:** February 18, 2020  
**AGENDA ITEM:** DEPT-2

associated parts as directed by County. Approximately 3,000 meters or within the budget constraints will be replaced or retrofitted per year with a maximum of 100 per day.

Three (3) bids were received (bid tabulation attached).

Maximum Not-to-Exceed Value: \$1,000,000

Maximum Not-to-Exceed Term: 5 years

**Fiscal Impact:** This ongoing program is funded with Utilities Replacement & Renewal funds (CIP sheet attached).

**Recommended Action:** Move that the Board award the contract to the lowest, responsive and responsible bidder Vanguard Utility Service, Inc.

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

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