

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** December 29, 2020

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. GOMEZ AFFORDABLE HOUSING (RFB2021-3276)** – The Gomez Affordable Housing Project is a partnership between the Community Redevelopment Agency and Habitat for Humanity of Martin County to provide the necessary infrastructure to the Pettway/Gomez neighborhood to allow for the future construction of affordable housing. The project scope includes, but is not limited to, the construction of roadway sections, on-street parking, street lighting, curbs and gutters, milling & resurfacing, pavement markings & signage, concrete sidewalks, stormwater management/drainage system, water distribution and sewage collection systems, all sitework/earthwork/excavation/embankment/grading, sod & landscaping, and all other incidental work as shown and specified in the Contract Documents or necessary to complete the project.

Project was publicly bid (bid tabulation attached).

Fiscal Impact: Project is in the adopted FY 2019 Capital Improvement Plan (CIP sheet attached) and is funded with Tax Increment Financing (TIF).

Recommended Action:

1. Move that the Board award the contract to CW Roberts Contracting, Inc. in the amount of \$847,962.65, and;
2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

B. REQUEST TO INCREASE CONTINUING SERVICES CONTRACT NOT-TO-EXCEED VALUES

- 1. SAFETY BOOTS & SUPPLIES (RFB2018-3030)** – Countywide continuing services contract for personal protective equipment (PPE), safety boots, shoes, and other safety related equipment and supplies.

The Contract not-to-exceed (NTE) limit for RFB2018-3030 is \$475,000.00. The NTE limit has been reached, therefore, this Contract has been re-bid (RFB2021-3289: Safety Boots

BCC MEETING DATE: January 5, 2021
AGENDA ITEM: CNST-1

& Supplies). The bid due date for the new Contract is currently scheduled for January 13, 2021. The Contract award will require Board approval and it is anticipated that this will not occur until mid-February or early March 2021.

Martin County Fire Rescue has 20 new employees starting employment in January 2021. Each new employee will require one pair of structural boots and one pair of duty boots for an estimated total cost of \$10,000.

Staff is requesting an increase to the current Contract not-to-exceed (NTE) limit for RFB2018-3030 in the amount of \$10,000 to cover the expenses of the new hires.

This request for increase to the Contract NTE limit does not affect the Contract term. Once the amended NTE limit has been reached, the Contract will terminate, and staff will be required to utilize the new Contract (RFB2021-3289), once awarded.

Original Contract NTE Limit:	\$475,000.00
Amount of this Request:	\$10,000.00
Total Contract NTE Limit:	\$485,000.00

Recommended Action:

1. Move that the Board approved a \$10,000 increase to the Contract NTE limit for RFB2018-3030 (Safety Boot & Supplies); and
2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

TK/KB/dg
Attachments