

**MARTIN COUNTY, FLORIDA**

**SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners **DATE:** January 5, 2021

**VIA:** Taryn Kryzda  
County Administrator

**FROM:** Krysti Brotherton, CPPB  
Purchasing Manager

**SUBJECT: CONTRACTS THAT MEET THE THRESHOLD FOR BOARD  
APPROVAL \$1 MILLION OR GREATER**

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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. PARKS LANDSCAPE MAINTENANCE SERVICES (RFB2021-3270)** – Continuing services contract for the complete landscape maintenance of areas mainly associated with Martin County's parks and park facilities. The work to be performed by the Contractor shall include, but is not limited to, the supplying of all, supervision, labor, equipment, tools, licenses, permits and all other accessories, services, facilities, activities and procedures necessary for:

- Lawn maintenance to include mowing, edging/trimming, and blowing of debris and weed management of all hard surfaces.
- General area cleanup including trash and litter removal before mowing and removal of plant material that would impede mowing.
- Management and maintenance for all designated sites including but not limited to ground cover, shrubs, ornamentals, and paver bricks/hardscapes.

Eight (8) bids were received (bidders list attached).

Maximum Not-to-Exceed Value: \$3,000,000

Maximum Not-to-Exceed Term: 5 years

(3-year term plus two 1-year renewal options)

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 various division operating and/or capital budgets approved by the Board annually.

**Recommended Action:**

1. Move that the Board award the contract to Kerner LLC (DBA Kerner Environmental), and;
2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

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

**2. SURVEYING & MAPPING SERVICES (RFQ2021-3271)** – Services to be accomplished under this continuing services contract will include various, not yet identified assignments, including but not limited to:

- Boundary, Topographic and Specific Purpose Surveying
- Preparation of Sketches and Legal Descriptions
- Record/As-Built Surveys
- Construction Lay-Out
- AutoCAD Drafting
- Hydrographic/Bathymetric Surveying
- Geodetic/GNSS/Horizontal/Vertical Control
- Right-of-Way Mapping
- GIS
- Asset Inventory
- Orthophotography/ LiDAR
- Contract Staffing
- Other related Surveying and Mapping

All services shall adhere to Florida Statutes Chapter 472 Practice of Surveying and Mapping, Standards of Practice 5J-17 (as amended) and any more stringent criteria developed for projects.

Twenty-one (21) firms responded to a Request for Qualifications (RFQ) and a Selection Committee recommended twelve (12) firms for contract award (score sheet attached).

Maximum Not-to-Exceed Value: \$3,000,000  
Maximum Not-to-Exceed Term: 5 years  
(3-year term plus two 1-year renewal options)

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 various division operating and/or capital budgets approved by the Board annually.

**Recommended Action:**

1. Move that the Board award the contract to the following twelve (12) firms:

- Avirom & Associates
- Betsy Lindsay, Inc.
- Bowman Consulting
- Caulfield & Wheeler, Inc.

**BCC MEETING DATE:** January 12, 2021  
**AGENDA ITEM:** DEPT-2

- Civilsurv Design Group, Inc.
- DRMP, Inc.
- Engineering Design & Construction, Inc.
- Morgan & Eklund, Inc.
- Northstar Geomatics
- Survtech Solutions
- WGI, Inc.
- Woolpert, Inc., and;

2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

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

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