

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners      **DATE:** July 6, 2021

**VIA:** Taryn Kryzda  
County Administrator

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

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

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**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. GARAGE DOOR REPAIR & MAINTENANCE (RFB2021-3331)** – Continuing services Contract including, but not limited to all labor, materials and services necessary to perform routine maintenance and/or emergency/routine repair services on all garage doors for Martin County. This includes both manual and automated remote-control door operators.

Project was publicly bid (bidders list attached).

Maximum Not-to-Exceed Value: \$500,000  
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 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 lowest responsive and responsible bidder:
  - Coast to Coast Garage Door, LLC
2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.