

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** April 29, 2026

VIA: Don G. Donaldson, P.E., CFM
County Administrator

FROM: Krysti L. Brotherton, NIGP-CPP, CPPO, CPPB, FCCM
Chief Procurement Officer

**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. MARTIN COUNTY AIRPORT/WITHAM FIELD HOLD BAY EXTENSION (RFB2026-3747)** – Construction and extension of the Martin County Airport/Witham Field Hold Bay. This project shall include, but is not limited to, milling operations of the existing holding bay, demolition of the existing electrical infrastructure, extension and reconfiguration of the holding bay geometry, paving, upgrades to the associated electrical infrastructure based on the new proposed layout, grading and drainage improvements to enhance stormwater management within the project limits, and the application of airfield pavement markings.

This contract was publicly advertised for competitive bidding (see attached Bid Tabulation). Five (5) bids were received; however, one (1) bid was determined to be non-responsive and the firm non-responsible due to its failure to meet the required past experience specified in the solicitation. As a result, this bid has been excluded from consideration for contract award.

Fiscal Impact: Funds for this project are derived from a State of Florida Department of Transportation (FDOT) Public Transportation grant agreement (FPN# 453359-1-94-01 / Contract #G3A52).

Recommended Action:

1. Move that the Board award the contract to the lowest, responsive, and responsible bidder, C.W. Roberts Contracting (CWR), in the amount of \$1,037,082.00; and
2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

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

- 2. INVASIVE & NUISANCE VEGETATION MANAGEMENT (RFB2026-3752)** – Continuing services agreement for to provide invasive and nuisance vegetation management services for County stormwater treatment areas, lakes, canals, ditches, wetlands,

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uplands, natural areas, and other County assets. Services include herbicidal and mechanical control and physical removal of invasive and nuisance vegetation in accordance with industry standards and the Martin County Integrated Pest Management Plan and may include planting of Florida Friendly or native vegetation when requested. The Contractor shall provide all labor, supervision, equipment, materials, and licensed personnel necessary to treat designated areas.

This contract was publicly advertised for competitive bidding (see attached Bid Tabulation). Three bids were received; however, (1) bid was determined to be non-responsive and the firm non-responsible due to the failure to provide and possess the required licenses as specified in the solicitation. As a result, this bid has been excluded from consideration for contract award.

Maximum Not-to-Exceed Value: \$5,500,000.00
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 provided through various Departmental operating or Capital Improvement Program (CIP) budgets, as approved annually by the Board.

Recommended Action:

1. Move that the Board award the contract to the lowest, responsive, and responsible bidder, Kerner LLC (d/b/a Kerner Environmental); and
2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

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

- 3. ENVIRONMENTAL CONSULTING (RFP2026-3753)** – Continuing services agreement to provide environmental consulting services on an as needed basis under a continuing services contract. Services may include a broad range of environmental monitoring, assessment, permitting, compliance, and resource management activities to support County projects. Work may involve field investigations, data analysis, reporting, regulatory coordination, and development and implementation of monitoring or management plans. Additional environmental related services may be required as project needs arise.

Work shall be authorized and performed on an as-needed basis through the issuance of written Task Orders. Task Orders will be issued by the County through written requests describing the general scope of services, objectives, deliverables, schedule, and any applicable constraints. No minimum amount of work is guaranteed under this solicitation or any resulting agreement.

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This contract was publicly advertised for competitive bidding (see attached List of Proposers).

Twenty-two (22) firms submitted proposals in response to the solicitation. Four (4) proposals were deemed non-responsive due to the proposers' failure to provide a correct Fee Schedule as required by the solicitation and were therefore excluded from further consideration. The remaining seventeen (17) proposals were evaluated by the selection committee using the established criteria. Based on this evaluation, three (3) firms are being recommended for contract award, as reflected in the attached score sheet.

Maximum Not-to-Exceed Value: \$5,000,000.00
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 task orders is provided through various Departmental operating or Capital Improvement Program (CIP) budgets, as approved annually by the Board.

Recommended Action:

1. Move that the Board award the contract to the three (3) highest scoring firms (listed in alphabetical order):
 - Ecological Associates, Inc.
 - RES Florida Consulting, LLC
 - Tetra Tech, Inc.
2. Move that the Board authorize the County Administrator or designee to execute all documents related to this request.

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

B. CONTRACT AMENDMENTS OVER 10% OF ORIGINAL CONTRACT VALUE - In accordance with the Purchasing Manual, Section 3.1, contract amendments for contracts valued at \$500,000 or more that increase the total contract value by 10% or more require approval by the Board of County Commissioners.

- 1. ON-ROAD TRANSIT AND SUPPORT SERVICES (MARTY BUS SYSTEM OPERATION) (RFP2025-3644)** – The Contractor will provide the resources and services needed for the operation of the public transit system known as “Marty,” supporting the County in delivering safe, reliable, and efficient service. This includes hiring, training, and managing all required personnel, such as drivers, dispatchers, maintenance staff, and support staff. The Contractor will also provide and maintain a local vehicle maintenance facility in accordance with the Maintenance Use Facility agreement with the County, along

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with necessary maintenance equipment, a dispatch office, office workstations, and two-way radio communication systems. The Contractor will also assist with the County's transit planning efforts.

Purpose of Change Order: The contract not-to-exceed (NTE) amount is being increased to align with the annual allocation of federal and state transit funding. Because these funds are awarded and obligated on an annual basis, the contract's NTE must be adjusted to reflect the amount of grant funding available for the upcoming funding period. This amendment does not modify the scope of services or the contract rates. It only increases the authorized spending limit to ensure that Marty can continue to utilize the existing contract for transit operations.

The County and Contractor agree to amend the Agreement to update Exhibit A, specifically the total not-to-exceed (NTE) contract amount. Exhibit A – Rate Schedule is deleted in its entirety and replaced with the Second Rate Schedule attached as Exhibit "A." This revised exhibit reflects updated cumulative NTE amounts for each contract year and establishes a new total contract NTE amount.

Original Contract NTE Amount: \$ 2,026,419.00 (BCC approved XXX)
Amendment #1: \$ 0.00 (Approved administratively on 7/17/2025)
Amount of Increase: **\$ 3,771,563.00**
Total Contract NTE Amount: \$ 5,797,982.00

Fiscal Impact: Funding for this program is through State and Federal grants with matching funds from Ad Valorem.

Recommended Action:

1. Move that the Board approve Amendment #2 to Martin County Transit, LLC, to increase the Total Contract Cumulative Not to Exceed (NTE) Amount to \$5,797,982.00; and
2. Move that the Board authorize the County Administrator or designee to execute any and all documents related to this request.

DGD/klb
Attachments