



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Matthew T. Morton, City Manager

THRU: Christeen Sullivan, Acting Public Works Director; George Barber, Chief Procurement Officer

DATE: May 15, 2025

RE: Award of Bid: Road Bond Paving, Port Malabar Unit 26 and Port Malabar Unit 39 Cul-de-Sacs – 36-ITB-2025 – Public Works Department (V.A. Paving, Inc. - \$1,411,730); and approve appropriation of funds from the GO Road Program (\$800,000).

SUMMARY:

Background:

At the request of the Public Works Department, the Procurement Department solicited bids on behalf of the City for Port Malabar Unit 26 Road Bond Paving and Port Malabar Unit 39 Cul-de-Sacs. The intent of this solicitation was to seek bids from qualified contractors to furnish all labor, materials, and equipment for the construction of the road bond paving and paving maintenance.

These projects were opened in 2021 before the final design and engineering estimates were complete. Due to changes in scope and methods, the final design estimates were in some cases larger than the budget provided in the projects. Staff is requesting additional funding be added to projects 21GO08 Unit 26 Road Paving and Unit 39 Cul-de-Sacs, which includes the difference between the remaining budgets in the project and the bid amounts as well as a small contingency fund to cover any unforeseen change orders which is typical for construction projects. A budget amendment will be requested moving funds from the Undesignated Fund Balance to the projects. The City's Procurement Policy allows the Chief Procurement Officer to approve change orders up to 10%; any change order in excess of 10% will be brought before Council for approval. Any funds remaining once the project has been closed will be transferred back to Road Bond fund balance.

Staff recommends VA Paving, Inc. of Cocoa, FL for award of Bid # 36-ITB-25, Units 26 Road Bond Paving and Unit 39 Cul-de-Sacs.

Procurement:

An Invitation to Bid (ITB) for Road Bond Paving – Port Malabar Unit 26 and Port Malabar Unit 39 Cul-de-Sacs was broadcast to 1577 Firms, advertised for fifty-seven (57) calendar days, and thirty-one (31) Firms downloaded the solicitation. A total of four (4) Firms responded. The Procurement Department staff reviewed the lowest bid submittal and deemed it responsive. The lowest responsive submittal was forwarded to the Public Works Representative who deemed it responsible.

REQUESTING DEPARTMENTS:

Procurement

Public Works

FISCAL IMPACT:

The Engineering Estimates for these projects totaled \$645,000.00. Total contract award will be \$1,411,729.75. With Council approval, a BA will be provided to finance adding an additional \$800,000 from Go Road Program, providing a \$33,788 contingency for Project 21GO08.

STAFF RECOMMENDATION:

Motion to 1) approve appropriation of funds on the next scheduled budget amendment of \$800,000; 2) approve award of ITB #36-ITB-2025, Road Bond Paving – Unit 26 and Unit 39 Cul-de-Sacs to V.A. Paving, Inc., located in Cocoa, Florida.

ATTACHMENTS:

1. Tab Sheet / Notice of Consideration
2. Project Executive Summary