



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Scott Morgan, Interim City Manager

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

DATE: February 20, 2025

RE: Award of Bid: Culvert pipe replacements, Units 10, 12 and 16 - 07-ITB-25 - Public Works Department (Universal Contracting and Construction, Inc. (Units 10 and 12); Timothy Rose Contracting, Inc. (Unit 16) - \$1,865,646).

SUMMARY:

In advance of each GO Road Bond Paving project, the Public Works Department identifies failing drainage structures existing under the applicable roads and design and engineering staff prepare engineered plans for unit-wide pipe replacements.

At the request of the Public Works Department, the Procurement Department solicited bids on behalf of the City for the Units 10, 12, and 16 Pipe Replacement. The intent of this solicitation was to seek bids from qualified contractors to furnish all labor, materials, and equipment for the construction of the pipe replacements. This solicitation was posted as a multiple award, the lowest bidder for each individual unit to be awarded that unit.

The bid was advertised to approximately 1,421 vendors, of which forty-four (44) downloaded plans. Three bids were received. The Procurement Department staff reviewed the bids for responsiveness. The Public Works Department evaluated the bids for responsibility and ability to perform the scope of services specified. The Departments found the two (2) lowest bids to be acceptable/responsible/able to perform the work.

Staff recommends Universal Contracting & Construction, Inc. of Melbourne, Florida for award of Units 10 and 12 and Timothy Rose Contracting, Inc. of Vero Beach, Florida for award of Unit 16 of ITB # 07-ITB-25.

Staff is also recommending contingency fund for Project 24SU06-Unit 16 Pipe Replacement of \$50,000 to cover any unforeseen change orders which is typical for construction 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 Stormwater Utility fund balance.

REQUESTING DEPARTMENTS:

Public Works

Procurement

FISCAL IMPACT:

The remaining for Unit 10 is \$597,000, for Unit 12 is \$796,000, and for Unit 16 is \$799,000. Total remaining budget for all three (3) units is \$2,192,000. The awarded total for Unit 10 is \$436,404.20, Unit 12 is \$648,264.80 and for Unit 16 is \$780,977.00. Total award for the three projects will be \$1,865,646.00. With Council approval, a budget amendment will be provided to finance adding an additional \$50,000 from the Stormwater Utility Undesignated Fund Balance for contingency in project 24SU06.

STAFF RECOMMENDATION:

Motion to 1) approve award of ITB #07-ITB-25 Culvert Pipe Replacements, Units 10 and 12 to Universal Contracting and Construction, Inc. of Melbourne, FL and Unit 16 to Timothy Rose Contracting, Inc. of Vero Beach, FL; and 2) approve additional funding of \$50,000.

ATTACHMENT:

1. Bid Tabulation Sheet/Award Recommendation