



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Valentino Perez, Public Works Director; George Barber, Chief Procurement Officer

**DATE:** July 18, 2024

**RE:** Award of Bid: Culvert pipe replacement, Rockabye Avenue at C-41-R – IFB 22-0-2024 – Public Works Department (Universal Contracting & Construction, Inc. - \$482,888); consideration of additional funding (\$100,000).

### SUMMARY:

The Public Works Department opened project 18SU12 in fiscal year 2018 to replace the two 60" pipes under the roadway at Rockabye @ C-41-R canal with a box culvert. The project was designed and permitted, but due to changes in staff and direction the project stalled. The current condition of the existing pipes requires us to move forward with replacing the pipes at this time.

The bid was advertised to approximately 1,265 vendors, of which thirty-five (35) downloaded the plans. Six (6) contractors responded, and five (5) bids were received, and the Procurement Department staff have reviewed the bids for responsiveness. The Public Works Department staff have reviewed the low bid for responsibility and ability to perform the scope of work and found the low bid to also be responsible and able to perform the work.

Staff recommends Universal Contracting & Construction, Inc. of Melbourne, FL for award of IFB # 22-0-2024/SZ, Culvert Pipe Replacement – Rockabye @ C-41-R.

The budget for this project is \$399,750. Staff is requesting an increase of \$100,000.00 which will provide funding necessary for the project and 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 fund balance.

**REQUESTING DEPARTMENTS:**

Public Works

Procurement

**FISCAL IMPACT:**

The budget for this project is currently \$399,750. Total project award will be \$482,888.40. With Council approval, a Budget Amendment will be provided to finance adding an additional \$100,000 from Stormwater Utility Fund Balance account, 461-0000-392-3006 to 461-7084-541-4648, project number 18SU12.

**STAFF RECOMMENDATION:**

Motion to 1) approve award of IFB # 22-0-2024/SZ, Culvert Pipe Replacement – Rockabye @ C-41-R to Universal Contracting & Construction, Inc. of Melbourne, FL; and 2) approve additional funding in the amount of \$100,000.

**ATTACHMENTS:**

1. Tabulation Sheet