

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

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**DATE:** November 20, 2024

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** John A. Titkanich, Jr., County Administrator  
Kristin Daniels, Director, Office of Management and Budget  
Jennifer Hyde, Purchasing Manager

**FROM:** Shelby Ball, Purchasing Specialist

**SUBJECT:** Administrator Approved Items

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**BACKGROUND:**

The Board has approved Continuing Consulting agreements with various firms under the Consultant’s Competitive Negotiations Act (CCNA) to provide professional consulting services for Engineering, Architectural, Geotechnical, Environmental, Biological, Surveying and Mapping services. Section 105 of the Code of Indian River County authorizes the Administrator to approve work orders for CCNA agreements up to \$35,000, and it is the Administrator’s desire for the Board to be notified of those approvals.

The related work orders are reviewed and approved by the Department Head, Purchasing, and the Attorney’s Office, prior to execution by the County Administrator. Copies of these approved Work Orders are available for review in the Purchasing Division.

<b>Administrator Approved Work Orders July 1, 2024, thru November 1, 2024</b>				
<b>2022064 Continuing Surveying &amp; Mapping Consulting Services</b>				
<b>Date Approved</b>	<b>Department</b>	<b>Vendor</b>	<b>Project Title/Scope</b>	<b>Work Order Amount</b>
10/22/2024	Utilities	Masteller, Moler & Taylor	Spoonbill Marsh Power Service Feed	\$850.00
<b>2023015 Continuing Consulting Engineering Services</b>				
<b>Date Approved</b>	<b>Department</b>	<b>Vendor</b>	<b>Project Title/Scope</b>	<b>Work Order Amount</b>
10/17/2024	Natural Resources	Aptim Environmental	Sector 3 Post Hurricane Milton Engineering Report	\$11,415.00

The County Administrator may also review and approve purchase orders and purchase order change orders up to his authority limit of \$75,000. It is the Administrator’s desire for the Board to also be notified of these approvals.

The related purchase orders and purchase order change orders are reviewed and approved by the Department Head, Purchasing and the Budget office prior to review and approval by the County Administrator. From July 1, 2024, through November 1, 2024, the Administrator has approved a total of 27 purchase orders for a total of \$1,663,352.97 plus 9 change orders for a combined overall purchase order increase of \$114,000.00.

<b>Administrator Approved Purchase Orders July 1, 2024, thru November 1, 2024</b>					
<b>Purchase Order #</b>	<b>Department</b>	<b>Vendor</b>	<b>Project Title/Scope</b>	<b>Purchase Order Amount</b>	<b>Date Approved</b>
99429	Natural Resources	Anchorage Yacht Basin	Boat, Trailer and Associated Safety Equipment	\$49,963.00	7/9/2024
99626	Fire Services	WEIMANN CONSTRUCTION	ST. 10 BATHROOM	\$51,600.00	08/09/2024
99631	Recreation	CDA SOLUTIONS	NCAC ALUMINUM DOOR REPLACEMENT	\$68,814.97	08/12/2024
99852	Sandridge Operations/ Clubhouse	ACUSHNET COMPANY	PRO SHOP INVENTORY	\$75,000.00	09/26/2024
100013	Utilities - Water Dist.	PETER J CASSARA	CONCRETE PATCHING	\$75,000.00	09/17/2024
100214	Sandridge Operations/ Clubhouse	PORT CONSOLIDATED INC	FUEL DELIVERY	\$58,000.00	09/24/2024
100216	Fire Services	INDIAN RIVER OXYGEN INC	OXYGEN	\$65,000.00	09/24/2024
100227	Fire Services	CARDINAL HEALTH 110 INC	MEDS	\$40,000.00	09/24/2024
100233	Fire Services	BRADY COMPANIES LLC	JANITORIAL SUPPLIES	\$50,000.00	09/24/2024
100415	Fire Services	GALLS LLC	UNIFORMS	\$40,000.00	09/26/2024
100417	Sandridge Operations/ Clubhouse	ROGER CLEVELAND GOLF INC	PRO SHOP INVENTORY	\$75,000.00	09/26/2024
100418	Sandridge Operations/ Clubhouse	CALLAWAY GOLF SALES COMPANY	PRO SHOP INVENTORY	\$75,000.00	09/26/2024

Administrator Approved Purchase Orders July 1, 2024, thru November 1, 2024					
Purchase Order #	Department	Vendor	Project Title/Scope	Purchase Order Amount	Date Approved
100428	Utilities - Water Dist.	EASTERN PIPELINE CONSTRUCTION INC	JACK & BORE	\$75,000.00	09/26/2024
100536*	EMS Communications	COMPLETE ELECTRIC INC	REPAIR WEST TOWER GENERATOR (2007 KW KOHLER)	\$49,905.00	10/22/2024
100555*	Recreation	HAWKINS INC	NCAC CHEMICALS	\$59,000.00	10/03/2024
100562	Traffic Engineering	ARAMSCO INC	TRAFFIC OPS - VARIOUS PAVEMENT MARKINGS	\$75,000.00	10/03/2024
100767	Fleet	PORT CONSOLIDATED INC	OIL/LUBE	\$45,000.00	10/08/2024
100777	Fleet	COLE AUTO SUPPLY INC	INVENTORY PARTS	\$75,000.00	10/08/2024
100856	Sandridge Operations/ Clubhouse	ACUSHNET COMPANY	PRO SHOP INVENTORY-BOCC CHANGE ORDER	\$75,000.00	10/17/2024
100891	Fleet	AUTO PARTNERS LLC	OTHER CONTRACTUAL SERVICES	\$75,000.00	10/23/2024
100897	Fleet	EFE INC	OTHER CONTRACTUAL SERVICES	\$50,000.00	10/23/2024
100898	Fleet	EFE INC	INVENTORY PARTS	\$70,000.00	10/23/2024
101023	Utilities - General & Engineering	RING POWER CORPORATION	CONTINUING GENERATOR RENTAL USE AS NEEDED	\$75,000.00	10/28/2024
101025	Fleet	KELLY TRACTOR CO	INVENTORY PARTS	\$60,000.00	10/29/2024
101027	Main Library	IRONSIDE PRESS LLC	Swag items for Centennial, professional marketing	\$51,000.00	10/29/2024
101030	Fleet	MULLINAX FORD OF VERO BEACH	OTHER CONTRACTUAL SERVICES	\$40,000.00	10/29/2024
101047	Engineering	DUNCAN PARNELL INC	SURVEYING NEW GPS EQUIPMENT & TRAINING	\$65,070.00	10/30/2024

\* Approved by Mike Zito on behalf of John Titkanich

<b>Administrator Approved Purchase Order Change Orders July 1, 2024, thru November 1, 2024</b>						
<b>Purchase Order #</b>	<b>Date Approved</b>	<b>Department</b>	<b>Vendor</b>	<b>Project Title/Scope</b>	<b>Change Amount</b>	<b>Total PO Amount</b>
97479	7/9/2024	Fire Services	QUADMED INC	Medical Supplies	\$15,000.00	\$50,000.00
97877	9/17/2024	SandRidge Admin/Clubhouse	PORT CONSOLIDATED INC	Fuel Delivery	\$2,000.00	\$60,000.00
97895	9/30/2024	Fleet	EFE INC	Other Contractual Services	\$10,000.00	\$70,000.00
97932	9/30/2024	Fleet	MULLINAX FORD OF VERO BEACH	Other Contractual Services	\$10,000.00	\$70,000.00
97937	9/30/2024	Fleet	EFE INC	Parts	\$15,000.00	\$75,000.00
97952	9/17/2024	Fleet	PORT CONSOLIDATED INC	Oil/ Lube	\$12,000.00	\$54,000.00
98115	7/9/2024	Recreation	HAWKINS INC	NCAC Chemicals	\$25,000.00	\$65,599.00
99184	9/17/2024	Fire Services	TEN-8 FIRE & SAFETY LLC	Vehicle Parts	\$5,000.00	\$42,500.00
100488	10/15/2024	Traffic Engineering	TORRES ELECTRICAL SUPPLY COMPANY	TRAFFIC OPS – LIGHTING & TRAFFIC SIGNAL REPAIR	\$20,000.00	\$40,000.00

**RECOMMENDATION:**

There is no action required by the Board as this item is being presented for informational purposes only. Future reporting will be prepared and provided quarterly to coincide with Budget reports.