

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

**DATE:** June 26, 2018

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** Jason E. Brown, County Administrator  
Mike Smykowski, Budget Director

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** Award of Bid 2018060 – Annual Bid for Utilities Concrete Restoration

**BACKGROUND:**

The Department of Utility Services requested the solicitation of annual bids to establish firm fixed pricing for concrete curb, sidewalk and driveway repairs on an as-needed basis. The work is necessary after Utilities crews have made repairs under private driveways and sidewalks. The term of this bid is one year, with the option for two additional one-year renewals, subject to vendor acceptance, satisfactory performance and staff’s determination that the renewal would be in the best interest of the County.

**BID RESULTS:**

Advertising Date: May 16, 2018  
 Bid Opening Date: June 7, 2018  
 Demandstar/BidExpress Broadcast to: 393 Subscribers  
 Bid Documents Downloaded by: 8 Vendors  
 Replies: 2 Vendors

Pete’s Concrete’s bid was not presented to the Department for consideration and was declared non-responsive for failure to provide fixed pricing for each line item on the bid form.

Bidder’s Name	Location	Total Base Bid (one of each item)
Professional Services Group, LLC	Deland	\$1,458.00
Pete’s Concrete & Design	Vero Beach	\$9,250.00 - \$11,800.00

**ANALYSIS:**

The department has reviewed references for Professional Services Group, LLC and has determined they are the lowest responsive and responsible bidder. To date, \$55,350 has been expended with Pete’s Concrete, with typical jobs billed at a lump sum of \$850 each. The new bid was structured to obtain pricing per cubic yard, and is anticipated to result in lower overall costs for the work.

**SOURCE OF FUNDS:**

Funds for the anticipated purchases are available in the following accounts, which come from operating funds and are generated from water and sewer revenues.

Account Number	Account Description	Spent FY 16/17	Spent to Date FY 17/18	Estimated Remainder FY 17/18
47126936-035310	Water Distribution – Paving Material	\$39,560	\$51,250	\$17,000
47126836-035310	Wastewater Collection – Paving Material	\$3,350	\$2,500	\$1,000

**RECOMMENDATION:**

Staff recommends the Board award bid 2018060 to Professional Services Group, LLC. Staff also recommends the Board authorize the Purchasing Division to issue blanket purchase orders to the awarded bidder, and authorize the Purchasing Manager to renew this bid for two (2) additional one (1) year periods subject to satisfactory performance, vendor acceptance, and the determination that renewal of this annual bid is in the best interest of Indian River County.