

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

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**DATE:** December 27, 2021

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** Jason E. Brown, County Administrator  
Kristin Daniels, Budget Director

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** Award of RFP 2022013 – Hallstrom Farmstead Conservation Area Wetland Boardwalk

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**BACKGROUND:**

On behalf of the Parks and Conservation Resources Division, a Request for Proposals (RFP) was issued for the final design and construction of an approximately 1,062 square-foot boardwalk, extending from an existing trail over approximately 39 feet of uplands and 138 feet of wet prairie at the Hallstrom Farmstead Conservation Area (“Hallstrom CA”). The Farmstead is located on Old Dixie Highway, south of Oslo Road. St. John’s River Water Management District has issued a permit for the construction of the boardwalk. The work represents a portion of anticipated improvements to public access and amenities at the Hallstrom CA.

**RFP RESULTS:**

Advertising Date:	October 12, 2021
RFP Opening Date:	November 5, 2021
Solicitation Broadcast to:	610 Subscribers
RFP Documents Requested by:	20 Firms
Mandatory Pre-Bid Attendance:	3 Firms
Replies:	1 Firm (Underwater Engineering Services, Inc. “UESI”)

**ANALYSIS:**

A selection committee comprised of Kevin Kirwin, Director, Parks and Conservation Resources, Beth Powell, Assistant Director, Parks and Conservation Resources, and Wendy Swindell, Conservation Project Specialist independently reviewed the received proposal in accordance with the RFP document and Purchasing Manual. The committee then met to discuss the proposal, and agreed the sole proposer met the RFP requirements, and is qualified to complete the project.

The committee’s only concern was the variance between staff’s estimated cost of the boardwalk of \$35,000 and UESI’s price proposal of \$118,928. The cost per square foot for the Hallstrom CA project is 19% higher than the most recent boardwalk project, Harmony Oaks, for which bids were received in September of 2019. This increase is illustrative of the overall increase in material and labor costs over the past two years.

PROJECT	BOARDWALK AREA (FT <sup>2</sup> )	TOTAL COST	COST PER FT <sup>2</sup>	BID DATE
ANSIN RIVERFRONT	713	\$29,282.40	\$41.07	January 2018
SORCA	796	\$42,237.50	\$53.06	February 2018
ROUND ISLAND	589	\$34,094.85	\$57.89	February 2018
HARMONY OAKS	510	\$47,933.00	\$93.99	September 2019
<b>HALLSTROM</b>	<b>1,062</b>	<b>\$118,928</b>	<b>\$111.98</b>	<b>November 2021</b>

The committee held a discussion with UESI to brainstorm ways the total cost of the project could be decreased, including potential design modifications such as decreasing the width of the proposed boardwalk, as well as the use of different materials.

The contractor calculated additional estimates based on those suggestions, but found costs for modified design and materials to be very similar to their originally proposed price. Labor and engineering costs would remain the same, as would total material costs. The committee reconvened to discuss the supplemental estimates developed by UESI, and agreed the original design proposed is preferred, as it is consistent with boardwalks in other conservation areas, and more maintainable than the other options considered.

UESI has successfully completed many similar projects, including boardwalks in Martin and St. Lucie County. As such, the committee suggests no additional negotiation is necessary and recommends award to UESI at their originally submitted proposal design and price.

**FUNDING:**

Indian River County has been awarded a Land and Water Conservation Fund (LWCF) Grant (12-00695) to construct public access improvements at the Hallstrom CA in the amount of \$148,500 from the FDEP with the County providing an equal cash match. The grant includes funding toward additional site improvements anticipated under a separate bid that include parking, trails, and two picnic pavilions. Funding for the Boardwalk construction was approved in the 2021 Capital Improvements Element in the Optional Sales Tax/Parks/Hallstrom Farmstead Conservation Area, Account Number 31521072-066510-19027.

Account Name	Account Number	Amount
Optional Sales Tax/Parks/Hallstrom Farmstead Conservation Area	31521072-066510-19027	\$118,928

**RECOMMENDATION:**

Staff recommends the Board award the project to Underwater Engineering Services, Inc, approve the sample agreement, and authorize the Chairman to execute the agreement after the County Attorney has approved it as to form and legal sufficiency, and after receipt and approval of the required insurance by the Risk Manager.

**ATTACHMENT**

Sample Agreement