

**INDIAN RIVER COUNTY, FLORIDA
MEMORANDUM**

TO: Board of County Commissioners

THROUGH: John A. Titkanich, Jr., County Administrator
Richard B. Szpyrka, P.E., Public Works Director
Kirstin Leiendecker, P.E., Assistant Public Works Director

FROM: Robert S. Skok, Infrastructure Project Manager

SUBJECT: **Award of Bid No. 2023052**
Information Technology Security Upgrades (Clerk of Courts), IRC-2206

DATE: August 14, 2023

DESCRIPTION AND CONDITIONS

On July 14, 2022, a purchase order was issued to Edlund Dritenbas Binkley Architects and Associates, P.A. (EDB) for professional design services to remodel a portion of the Clerk of Circuit Court’s Information Technology Department. The remodel work includes adding walls and doors, accessible by swipe card, to secure the Clerk of Circuit Court office area.

A bid opening for project was held on August 9, 2023. Two (2) bids were received and opened during a public meeting. A detailed bid tabulation is on file and available for viewing in the Public Works Engineering Division. Bid totals are as follows:

COMPANY	BID
Don Hinkle Construction, Inc. Ft. Pierce, FL	\$49,842.72
De La Hoz Builders, Inc. Sebastian, FL	\$60,900.00

A protest of staff's acceptance of the Don Hinkle Construction, Inc. (“Hinkle”) bid was submitted in a timely manner by De La Hoz Builders, Inc. (“De La Hoz”), asking that the Hinkle bid be declared non-responsive for failure to acknowledge the published Addendum 1 to the Invitation to Bid. After review of the protest by the Purchasing Manager, the protest was denied, and De La Hoz informed of their right to appeal. No notification of intent to appeal has been received. The protest and Purchasing Manager’s response to the protest are available in the Purchasing and Engineering Divisions.

Don Hinkle Construction, Inc. is considered to be the lowest, responsive, responsible bidder for the project with a bid totaling \$49,842.72, which is \$28,907.28 below the Architect’s Cost Estimate. Don Hinkle Construction, Inc. has successfully completed projects for the County in the past.

Award of Bid No. 2023052
Information Technology Security Upgrades, IRC-2206
For August 29, 2023 BCC Meeting

FUNDING

Funding for this project, in the amount of \$49,842.72, is budgeted and available in the ARP Fund/Clerk/Budget Transfer-Clerk of Court account, number 13830086-099020.

Account Description	Account Number	Amount
ARP Fund/Clerk/Budget Transfer-Clerk of Court	13830086-099020	\$49,842.72

RECOMMENDATION

Staff recommends the project be awarded to Don Hinkle Construction, Inc. in the amount of \$49,842.72. Staff further recommends the Board approve the sample agreement and authorize the Chairman to execute said agreement after review and approval of both the agreement and required Public Construction Bond by the County Attorney as to form and legal sufficiency, and the receipt and approval of required insurance by the Risk Manager.

ATTACHMENTS

Sample Agreement

AGENDA ITEM FOR AUGUST 29, 2023