

**INDIAN RIVER COUNTY, FLORIDA  
MEMORANDUM**

**TO:** Jason E. Brown, County Administrator

**THROUGH:** Richard B. Szpyrka, P.E., Public Works Director  
James W. Ennis, P.E. PMP, Assistant Public Works Director

**FROM:** Michael L. Heller, Project Specialist

**SUBJECT:** Award of Bid No: 2022018  
Indian River County Tax Collector’s Office Expansion  
IRC-2030

**DATE:** January 4, 2022

**DESCRIPTION AND CONDITIONS**

On November 13, 2018 the Board of County Commissioners approved a Continuing Consulting Architectural Services Agreement with Edlund, Dritenbas, Binkley Architects & Associates, P.A. to perform Consultant services for various and sundry architectural projects for County Departments and Divisions. On December 9, 2020 Edlund, Dritenbas, Binkley Architects & Associates, P.A. submitted a proposal for the design, assistance in bidding, and construction administration for remodel and addition of approximately 1,450 S.F. enclosure of an existing covered patio, located at Indian River County Building 'B' Tax Collector Office, 1801 27th Street, Vero Beach, FL 32960.

Following the completion of design for the Tax Collector’s Office Expansion, the project was advertised and a bid opening was held on December 16, 2021. One (1) qualified bid was received. A detailed tabulation of the bids is on file and available for viewing in the County Engineering Division. The one successful bidder and their respective bid is as follows:

<b>COMPANY</b>	<b>BID</b>
<b>Don Hinkle Construction, Inc.</b> Fort Pierce, FL	\$523,062.36*

\*Denotes mathematical errors on bid form corrected

Don Hinkle Construction, Inc. is considered to be the lowest, responsive, responsible bidder for the project with a bid totaling \$523,062.36. This bid is \$199,817.64 below the engineer’s cost estimate of \$722,880.00.

Upon the Architect’s review of submitted bid documents, County staff has determined that Don Hinkle Construction, Inc. has successfully completed similar construction projects.

**FUNDING**

Funding of \$523,062.36 is budgeted and available in Account No. 10322019-066510-20036/Impact Fees/Administration Building B Expansion.

**RECOMMENDATION**

Staff recommends that the project be awarded to Don Hinkle Construction, Inc. in the amount of \$523,062.36 and requests that the Board of County Commissioners approve the sample agreement and authorize the Chairman to execute said agreement after receipt and approval of the required Public Construction Bond, Certificate of Insurance, and evidence of enrollment in E-Verify, and after the County Attorney has approved the agreement as to form and legal sufficiency.

**ATTACHMENTS**

Sample Agreement

**APPROVED AGENDA ITEM FOR January 18, 2022**