

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

DATE: August 5, 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: Award of RFP 2024050 Gifford Customer Convenience Center Beautification Project

BACKGROUND:

On behalf of the Planning & Development Services Department, a Request for Proposals (“RFP”) was issued for qualified firms to design and install a beautification project at the Gifford Customer Convenience Center, located at 4901 41st Street. The work will include the removal of exotic and invasive plants, preservation of existing native vegetation and design and installation of native landscaping per County standards.

DISCUSSION:

A selection committee comprised of Andy Sobczak, Director, Planning & Development Services, Logan Woody, Planning Technician II, Steven Hitt, Principal Environmental Planner, Mark Vietze, MPO GIS Planner, and Ron Jones, SWDD Assistant Managing Director, independently reviewed and scored the received proposals. The committee then met to compile an initial ranking of firms. After the initial ranking, the committee agreed to interview the top 2 ranked firms. After the interviews, the committee declared their ranking as final, and recommended award to the top ranked consultant.

The time to complete is 180 days from notice to proceed, which includes 90 days to install and a 90 day maintenance period.

Firm	Total Lump Sum Fee Proposal
1. Jobear Contracting, Inc.	\$323,197
2. Treecycle Land Clearing, Inc.	\$212,313

3. Island Harbor Custom Builders	\$197,000
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FUNDING:

Funding, in the amount of \$200,000, is budgeted in the current fiscal year for this project. The balance of \$123,197 will be programmed into the Fiscal Year 2024/2025 Capital Improvement Element and be charged to Tree Ordinance/Parks/Landscape Materials & Supplies/Gifford Customer Convenience Center Landscape Improvements account, number 11721072-035340-24014.

Account Number	Account Description	Total
11721072-035340-24014	Tree Ordinance/Parks/Landscape Materials & Supplies/Gifford Customer Convenience Center Landscape Improvements	\$323,197

RECOMMENDATION:

Staff recommends the Board approve the final ranking of firms, approve the agreement, and authorize the Chairman to execute it, after review and approval by the County Attorney as to form and legal sufficiency, and after approval of the required insurance by the Risk Manager.

ATTACHMENT

Agreement