



PORT ST. LUCIE  
UTILITY SYSTEMS DEPARTMENT  
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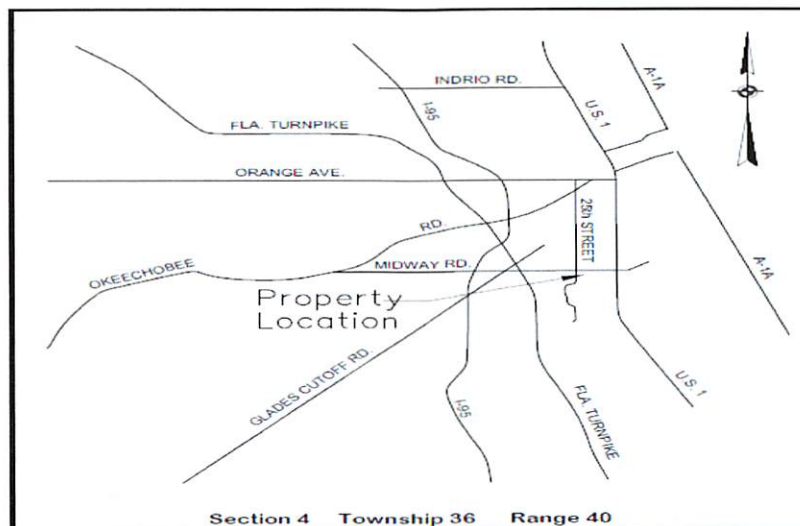
Kevin R. Matyjaszek, Director

## MEMORANDUM

TO: RUSS BLACKBURN, CITY MANAGER  
THRU: JESUS MEREJO, CHIEF ASSISTANT CITY MANAGER *JM*  
FROM: KEVIN R. MATYJASZEK, UTILITY SYSTEMS DIRECTOR *KM*  
SUBJECT: WAIVER OF BIDDING – NOBLE OAKS ESTATES  
DATE: MAY 5, 2022

*approved*  
*Russ Blackburn* *5-9-2022*

The Utility Systems Department ("USD") recently met with the developer of Noble Oaks Estates to discuss the possibility of connecting up to 15 homes to the City's utility sewer system. With the focus on water quality and to avoid adding additional septic systems in close proximity to the river, the USD is proposing to design and construct a lift station, low pressure main, force main and related appurtenances up to the point of service for each home. The developer has already commenced construction on three of the homes on Noble Oaks Lane; one of which already has a septic system installed. The developer agreed to contribute \$100,000 towards the cost of connecting Noble Oaks Estates to the City's sewer system and is willing to convey the necessary easements required for infrastructure including the area needed for the lift station. In addition, each home as it is constructed, would also incur the expense of the installation of the low pressure grinder system which currently costs \$5,377. Due to two homes currently under construction, the USD is seeking authorization to waive formal bidding and proceed with an expedited progressive design-build based upon the time sensitive nature of the request.



**LOCATION MAP**  
N.T.S.

Section 35.04(c) of the City's code of ordinances authorizes a waiver of the provisions of the requirement to competitively bid certain purchases if, for good cause shown and upon written recommendation by the City Manager, the City Council, by affirmative vote, authorizes the purchase of goods, supplies, materials or services without competitive bid. The City's Purchasing Policy and Procedures Manual defines an "Emergency Purchase" as:

A purchase made without following the normal purchasing procedures in order to obtain goods or services quickly to meet an urgent and unexpected requirement where health and public safety or the conservation of public resources is at risk. The City Manager shall have the authority to make emergency purchases of not more than the current formal bid threshold without competitive bids, provided that all such purchases shall be reported to the City Council at its next regularly scheduled meeting.

If approved, the USD will coordinate with Procurement and the City Attorney to arrange for the City Council to consider this item at the next regularly scheduled City Council meeting. If you have any questions or require additional information, please feel free to contact me.

Enclosure.  
Intake #8277

C (via email):     John Eason, Assistant Director, Utility Systems Department  
                         Daniel Segui, Assistant Director, Utility Systems Department  
                         Stefanie Beskovoyne, Deputy Director, Utility Systems Department  
                         Laney Southerly, Managing Engineer, Commercial Development  
                         Robyn Holder, Manager, Procurement Management Division  
                         Elizabeth Hertz, Senior Deputy City Attorney

