



## Board of County Commissioners

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**Item Title:** ITB NC25-003 and CM3889 with Tim-Prep, Inc. for Dirt Road Grading and Dump Truck Services  
**Date:** April 28, 2025  
**Department:** Public Works

### Background:

Nassau County issued Invitation to Bid NC25-003 for Dirt Road Grading and Dump Truck Services on February 19, 2025. One responsive bid was received from Tim-Prep, Inc. Tim-Prep, Inc. would provide services on County maintained dirt roads for maintenance needs. Staff recommends the Board award ITB NC25-003 to the sole bidder, Tim-Prep, Inc.

### Request:

Award Invitation to Bid NC25-003 for Dirt Road Grading and Dump truck Services to Tim-Prep, Inc., and approve and authorize the Chairman to sign Contract No. CM3889, with Tim-Prep Inc. in an amount not to exceed \$80,000 for the initial term, with the option to renew in an amount not to exceed \$40,000 for each renewal.

### Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:

Utilizing a vendor to assist with dirt road grading and dump truck services could improve response times to repair roads damaged by inclement weather events. This contract will supplement Nassau County Road Department's efforts in recovery after a storm event if needed. Any work performed under Contract No. CM3889 will be issued by a separate Work Authorization.

### Action Requested and Recommendation:

Award Invitation to Bid NC25-003 for Dirt Road Grading and Dump truck Services to Tim-Prep, Inc., and approve and authorize the Chairman to sign Contract No. CM3889, with Tim-Prep Inc. in an amount not to exceed \$80,000 for the initial term, with the option to renew in an amount not to exceed \$40,000 for each renewal.

### Is this action consistent with the Nassau County Comprehensive Land Use Plan?

Yes. Transportation Element, Objective T.01, Policy T.01.01; Objective T.02, Policies T.02.01, T.02.02.

### Funding Source:

03404541-534000

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### Additional Information Needed for Contracts/Agreements (If Applicable)

**Contract Number assigned by Contracts Management:**  
CM3889

### For non-governmental agencies, has the document been sent to the vendor for signature?

Yes

### Does the document need to be recorded? If so, who will pay the recordation fee?

No

### Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc.):

Please forward a copy of completed documents to the following:  
Becky Diden [bdiden@nassaucountyfl.com](mailto:bdiden@nassaucountyfl.com)  
Jennifer Kirkland [jkirkland@nassaucountyfl.com](mailto:jkirkland@nassaucountyfl.com)

### How many originals are needed?

One

