

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20020834

1. REQUESTED MOTION:

ACTION REQUESTED: Concur with the selection of Consultants by the Competitive Negotiations Committee for CN-02-22 MISCELLANEOUS PLUMBING, HVAC, & ELECTRICAL ENGINEERING SERVICES, and authorize staff to negotiate hourly rates cost with the following five (5) selected firms: Anchor Engineering Consultants Inc.; J.E. Gonzalez & Associates Inc.; Pelican Engineering Consultants Inc.; TECO BGA Inc.; and Tilden Lobnitz Cooper Inc.; for a contract period of two (2) years with the option of renewal for on (1) additional twelve (12) month period. Also, authorize Chairman on behalf of the Board to execute the agreements upon final negotiations.

WHY ACTION IS NECESSARY: Pursuant to the Contract Manual for Professional Services approved by the Board on September 25, 2001, the Board is required to approve all Consultant selections.

WHAT ACTION ACCOMPLISHES: Provides the County with several consultants on contract that can provide professional plumbing, HVAC, or electrical services.

2. DEPARTMENTAL CATEGORY:

Construction & Design
COMMISSION DISTRICT #:

C 2 B

3. MEETING DATE:

8-6-02

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE AC-4-4
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER
- B. DEPARTMENT Construction & Design
- C. DIVISION
- BY: Jim Lavender, Public Works Dir.

7. BACKGROUND:

Letters of Interest were solicited on behalf of the Board of County Commissioners for professional Miscellaneous Plumbing, HVAC, & Electrical Services for Lee County.

The deadline for receipt of Letters of Interest was June 24, 2002. A total of seven (7) Letters of Interest were received by the established deadline. All seven (7) Letters of Interest were considered at the Competitive Negotiations Committee meeting held on July 8, 2002. The Competitive Negotiations Committee consisted of the following staff members: Jim Lavender, Public Works Director Chairman, Peter Wisniewski, Construction & Design and Rich Beck Facilities Management Director. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of the Committee to invite five (5) firms for telephone interviews.

On the basis of the information submitted by the firms in their Letters of Interest and after conducting the telephone interviews on July 8, 2002, with the "short list" firms, it was the consensus of the Committee to recommend to the Board the selection of all five (5) firms and request Board approval for staff to commence contract negotiations with the five (5) firms as follows: Anchor Engineering Consultants Inc.; J.E. Gonzalez & Associates Inc.; Pelican Engineering Consultants Inc.; TECO BGA Inc.; and Tilden Lobnitz Cooper Inc.; for a contract period of two (2) years with the option of renewal for on (1) additional twelve (12) month period.

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8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

| A Department Director | B Purchasing or Contracts | C Human Resources | D Other | E County Attorney | F Budget Services 7/15/02 Risk | | | G County Manager |
|-----------------------------|---------------------------------|-------------------------|------------------------|-------------------------|---|------------------------|---------------------|------------------------|
| | | | | | OA | OM | GC | |
| J. Lavender 7-12-02 | [Signature] 7/12/02 | N/A | [Signature] 7/12/02 | [Signature] 7/15/02 | [Signature] 7/16/02 | [Signature] 7/22/02 | [Signature] 7/23 | [Signature] 7-12-02 |

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: 7/15/02
Time: 3:45pm
Forwarded To:
7/15/02
4:30

RECEIVED BY
COUNTY ADMIN. CA
7/16 8:30
COUNTY ADMIN.
FORWARDED TO:
7/23 2:00

In accordance with Section 6 of the Contracts Manual for annual type master contracts the Board can concur with the selection of consultants and authorize staff to negotiate hourly rates and independent testing cost within the same blue sheet request. This will eliminate the need for an additional blue sheet requesting Board approval of agreements.

Because of the large amount and variety of engineering services expected to be needed and because many construction projects may require professional plumbing, HVAC and electrical engineering services during the same period of time, the Committee agreed that the County's interests will be served best by developing Professional Services Agreements with several engineering firms. Accordingly, the Committee recommends that the Board of County Commissioners authorize the Committee to negotiate two year contracts with the five (5) firms to provide professional services on a project-by-project basis with work assignments confirmed, authorized and accounted for by the issuance Supplemental Task Authorizations.

Funds will be available within specific project budgets
