

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

Blue Sheet No. 20030599

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Accept the Informal Bid and award I-0301 PINE MANOR COMMUNITY CENTER, for the Department of Human Services, to the low bidder meeting all bidding requirements, Cougar Contracting Specialties, Inc., for a total not-to-exceed contract amount of \$84,200.00

**WHY ACTION IS NECESSARY:** In accordance with the Lee County Contract Manual, approved by the Board on September 25, 2001, Construction projects in excess of \$50,000.00 will be executed through the Formal Advertised Sealed Bid Process.

**WHAT ACTION ACCOMPLISHES:** This contract will be performed for the Department of Human Services for the construction of a parking area to service an existing community center building. Included are the following: a small parking area with five (5) spaces, a driveway, sidewalks, drainage piping, fence and landscaping.

**2. DEPARTMENTAL CATEGORY:**

05 Human Services  
COMMISSION DISTRICT #: 2

**C5A**

**3. MEETING DATE:**

**06-03-2003**

**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 St. Cerny
- B. DEPARTMENT Human Services
- C. DIVISION \_\_\_\_\_
- BY: Karen Hawes, Director

**7. BACKGROUND:**

The Department of Human Services submitted a request to Contracts Management to obtain Informal bids for the Pine Manor Community Center. The expected cost of the Community Center construction was anticipated to be under \$50,000.00.

On the bidding deadline of May 7, 2003, Contracts received four (4) bids. The bids have been reviewed by the Department of Human Services and it is being recommended that award be made to the lowest responsive/responsible bidder, Cougar Contracting Specialties, Inc. for a total not-to-exceed contract amount of \$84,200.00. In accordance with the Lee County Contracts Manual, approved by the Board on September 25, 2001, if the contractor to which the informal bid is awarded submits a bid that is above \$50,000.00 the procedure for processing formal sealed bids will be implemented beginning with Section 8.3 10) d). Contracts will, based on the department's recommendation, request an approval to award from the Board. The Contractor will be required to execute the standard construction contract as well as provide the required insurance.

Funds will be available in Account Number 11066913920.508309.1122 and 11070813920.508309.1122. Funding is from Neighborhood District Community Development Block Grant Program Account and will have no impact to the County's General Fund.

- Attachments: 1. Bid Tabulation  
2. Department Recommendation of Bid Award

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

Department Director	B Purchasing of Contracts	C Human Resources	D Other	E County Attorney	F Budget Services	G County Manager
<i>[Signature]</i>	<i>[Signature]</i>	N/A		<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

**Rec. by CoAtty**  
Date: 5-20-03  
Time: 3:30PM  
**Forwarded To:**  
Budget  
5/20/03 4:05pm

**RECEIVED BY COUNTY ADMIN.**  
5/20/03 4:35  
**COUNTY ADMIN. FORWARDED TO:** HS  
5/21 4:30

LEE COUNTY BID TABULATION SHEET  
FOR  
PINE MANOR COMMUNITY CENTER

BID NO.: I-03-01

DATE: May 7, 2003

CONTRACTOR

TOTAL NOT-TO-EXCEED AMOUNT

Mr. Wes Tanner  
APAC-Southeast, Inc.  
14299 Alico Road  
Fort Myers, FL 33913

\$100,760.85

Mr. Tim Hurley  
Cougar Contracting Specialties, Inc.  
13350 Rickenbacker Parkway  
Fort Myers, FL 33913

\$84,200.00

Mr. Patrick R. Karr  
Karr Group, Inc. dba  
Casey Construction  
2090 Hendry Street  
Fort Myers, FL 33901

**\*\$63,026.10**

Mr. Steve Pansing  
Taylor-Pansing, Inc.  
3351 Marintown Lane Suite 500  
North Fort Myers, FL 33903

Did Not Use Correct  
Bid Form -  
"Non-Responsive"

**\*Non-Responsive – made modification to bid form by adding an additional line item, bid schedule total and total written on Official Bid Form different to allow for additional items not shown on the bid schedule (as per Contractor), also did not provide a unit price for Chain Link Fence by the Linear Foot. Actual bid from Casey Construction was \$84,816.00 on the Official Bid Form.**

# Memo: From the Department of Human Services

**To:** Cindy Logan, Contracts Management Supervisor  
**From:** Karen Hawes, Director *Ann McDonald for KBH 5/12/03*  
**Date:** 5/12/2003  
**Subject:** Pine Manor Community Center Site Improvements Bid Award Recommendation

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It is recommended that the Pine Manor Community Center Site Improvements Contract be awarded to Cougar Contracting Specialties, Inc. This recommendation is based on the following:

1. Of the four contractors who submitted bids; two were deemed non-responsive.
2. Of the two responsive contractors Cougar Contracting Specialties, Inc. was the lowest and most responsive bid with a total not-to-exceed amount of \$84,200.

If you should have any questions regarding this matter, please let me know.

Thank you.

C: Ron Miller, Senior Planner, Department of Human Services