

Lee County Board Of County Commissioners
Agenda Item Summary

Blue Sheet No. 20030566

1. REQUESTED MOTION:

ACTION REQUESTED: Concur with the selection of Consultants by the Competitive Negotiations Committee for CN-03-07 MISCELLANEOUS PROFESSIONAL SERVICES, and authorize staff to negotiate hourly rates and independent costs with the following eighteen (18) selected firms: Agnoli, Barber & Brundage Inc.; AIM Engineering & Surveying Inc.; Avalon Engineering Inc.; Barraco and Associates Inc.; Bean, Whitaker, Lutz & Kareh Inc.; Boyle Engineering Corporation; Cella & Associates, Inc.; Consul-Tech Development Services, Inc.; David Douglas Associates Inc.; Hardesty & Hanover, LLP; Hole Montes Inc.; Ink Engineering; Johnson Engineering Inc.; Kisinger Campo & Associates, Inc.; Pitman-Hartenstein & Associates, Inc.; Post, Buckley Schuh & Jernigan, Inc.; TKW Consulting Engineers; and WilsonMiller Inc., for a contract period of two (2) years with the option of renewal for one (1) additional year. Also, authorize Chairman on behalf of the Board to execute the agreements upon final negotiations.

WHY ACTION IS NECESSARY: Pursuant to Lee County Contract Manual 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 miscellaneous professional services on an as needed basis through the issuance of a Supplemental Task Authorization..

2. DEPARTMENTAL CATEGORY:

09 Transportation
COMMISSION DISTRICT #:

C9C

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 _____
- B. DEPARTMENT Transportation
- C. DIVISION _____
- BY: Scott Gilbertson, Director

7. BACKGROUND:

Letters of Interest were solicited on behalf of the Board of County Commissioners for Miscellaneous Professional Services, for Lee County on an as needed basis.

The deadline for receipt of the Letters of Interest was April 21, 2003. A total of thirty-three (33) Letters of Interest were considered at the Competitive Negotiations Committee meeting held on April 29, 2003. The Competitive Negotiations Committee consisted of the following staff members: Jim Lavender, Public Works Chairman, Scott Gilbertson, Director DOT, and Don DeBerry, DOT. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of the Committee to invite eighteen (18) 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 May 6, 2003, with the "short list" firms, it was the consensus of the Committee to recommend to the Board the selection of eighteen (18) firms and request Board approval for staff to commence contract negotiations with the eighteen (18) firms as follows: Agnoli, Barber & Brundage Inc.; AIM Engineering & Surveying Inc.; Avalon Engineering Inc.; Barraco and Associates Inc.; Bean, Whitaker, Lutz & Kareh Inc.; Boyle Engineering Corporation; Cella & Associates, Inc.; Consul-Tech Development Services, Inc.; David Douglas Associates Inc.; Hardesty & Hanover, LLP; Hole Montes Inc.; Ink Engineering; Johnson Engineering Inc.; Kisinger Campo & Associates, Inc.; Pitman-Hartenstein & Associates, Inc.; Post, Buckley Schuh & Jernigan, Inc.; TKW Consulting Engineers; and WilsonMiller Inc., for a contract period of two (2) years with the option of renewal for one (1) additional year. Also, authorize Chairman on behalf of the Board to execute the agreements upon final negotiations.

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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 (2/1/03 to 5/19)			G County Manager
					OM	Risk	GC	
<i>J. Lavender</i> 5-7-03	<i>[Signature]</i> 5/7/03	N/A	<i>[Signature]</i> 5/7/03 <i>[Signature]</i> 5/14/03	<i>[Signature]</i> 5/16/03	<i>[Signature]</i> 5/19/03	<i>[Signature]</i> 5/19/03	<i>[Signature]</i> 5/19/03	<i>J. Lavender</i> 5-7-03

10. COMMISSION ACTION:

- _____ APPROVED
- _____ DENIED
- _____ DEFERRED
- _____ OTHER

Rec. by CoAtty
Date: **5/16/03**
Time: **1:00 PM**
Forwarded To:
Cty Admin
5-16-03 2:00

RECEIVED BY
COUNTY ADMIN.
5-16-03
2:30
COUNTY ADMIN.
FORWARDED TO:
5/20 10:00

BACKGROUND (continued)

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Per 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 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 miscellaneous professional services expected to be needed and because many projects may require various professional 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 consulting firms. Accordingly, the Committee recommends that the Board of County Commissioners authorize the Committee to negotiate two year contracts with the eighteen (18) firms to provide Miscellaneous Professional Services on a project-by-project basis with work assignments confirmed, authorized and accounted for by the issuance of Supplemental Task Authorizations.

Funds will be available within specific project budgets.

**COMPETITIVE NEGOTIATIONS COMMITTEE
OVERALL RANKING SHEET
INTERVIEW/PRESENTATIONS
FOR
CN-03-07 MISCELLANEOUS PROFESIONAL SERVICES
TUESDAY, May 6, 2003 @ 1:30 P.M.**

COMPANY NAME	NUMBER RANKED
AGNOLI, BARBER & BRUNDAGE, INC.	<u>1</u>
AIM ENGINEERING & SURVEYING, INC.	<u>1</u>
AVALON ENGINEERING, INC.	<u>1</u>
BARRACO AND ASSOCIATES, INC.	<u>1</u>
BEAN, WHITAKER, LUTZ & KAREH, INC.	<u>1</u>
BOYLE ENGINEERING CORPORATION	<u>1</u>
CELLA & ASSOCIATES, INC.	<u>1</u>
CONSUL-TECH DEVELOPMENT SERVICES, INC.	<u>1</u>
DAVID DOUGLAS ASSOCIATES, INC.	<u>1</u>
HARDESTY & HANOVER, LLP	<u>1</u>
HOLE MONTES, INC.	<u>1</u>
INK ENGINEERING, A DIVISION OF LBFH, INC.	<u>1</u>
JOHNSON ENGINEERING, INC.	<u>1</u>
KISINGER CAMPO & ASSOCIATES CORP.	<u>1</u>
PITMAN HARTENSTEIN & ASSOCIATES	<u>1</u>
PBS&J	<u>1</u>
TKW CONSULTING ENGINEERS, INC.	<u>1</u>
WILSON MILLER, INC.	<u>1</u>



**COMMITTEE MEMBER
(PROJECT MGR) SIGNATURE**