

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

Blue Sheet No. 20040037

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Concur with the ranking of Consultants by the Competitive Negotiations Committee for CN-04-UTILITIES RATE FINANCIAL CONSULTANT, in the following order of ranking, and authorize contract negotiations to commet with the number one ranked firm: (1) Public Resources Management Group, Inc. (PRMG); (2) Hartman & Associates, Inc.; and (3) C. Guernsey & Company.

**WHY ACTION IS NECESSARY:** Board approval required.

**WHAT ACTION ACCOMPLISHES:** Consultant will provide general utility financial consulting services and assistance for the I County Utilities Division.

**2. DEPARTMENTAL CATEGORY:**

10. Utilities

COMMISSION DISTRICT #:

*C10C*

**3. MEETING DATE:**

*01-27-2004*

**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
- C. DIVISION *Utilities*
- BY: *Rick Diaz, Director*

*[Signature]*  
*1/13/04*

**7. BACKGROUND:**

Letters of Interest were solicited on behalf of the Board of County Commissioners for professional services for the Utilities Rate Financ Consultant.

The deadline for receipt of Letters of Interest was December 16, 2003. A total of four (4) Letters of Interest were received by t established deadline. All four (4) Letters of Interest were considered at the Competitive Negotiations Committee meeting held December 23, 2003. The Competitive Negotiations Committee consisted of the following staff members: Jim Lavender, Public Wor Director as Chairman; Rick Diaz, Utilities Director; Orlando Figueroa, Fiscal Manager; and Carolyn Andrews, Utilities Manager as invited participant. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of t Committee to invite three (3) firms for telephone interviews.

On the basis of the information submitted by the firms in their Letters of Interests and after conducting telephone interviews on January 2004, with the "short list" firms, the Committee agreed to recommend to the Board the following order of ranking of Consultants: ( Public Resources Management Group, Inc. (PRMG); (2) Hartman & Associates, Inc.; and (3) C.H. Guernsey & Company.

The negotiated agreement will be brought back to the Board for their approval.

Attachment: Committee Overall Ranking Sheet

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
					OA	OM	Risk	GC	
<i>Javender</i> <i>1-12-04</i>	<i>Cindy Logan</i> <i>By: JLD</i> <i>1/12/04</i>	N/A		<i>[Signature]</i> <i>1/12/04</i>	<i>1/14/04</i> <i>P.M.</i>	<i>1/14/04</i>	<i>1/14/04</i>	<i>PM</i> <i>1/14/04</i>	<i>Javender</i> <i>1-12-04</i>

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
 Date: *1/13/04*  
 Time: *1:58 PM*  
 Forwarded to:

RECEIVED BY  
 COUNTY ADMIN: *PM*  
*1/13/04*  
*5:20 pm*  
 COUNTY ADMIN  
 FORWARDED TO: *PL*  
*1-14-04*

**COMPETITIVE NEGOTIATIONS COMMITTEE  
OVERALL RANKING SHEET  
TELEPHONE INTERVIEWS  
FOR  
CN-04-01 UTILITIES RATE FINANCIAL CONSULTANT  
Wednesday, January 7, 2004  
1:30 p.m.**

<b>COMPANY NAME</b>	<b>NUMBER RANKED</b>
C.H. Guernsey & Company	<u>3</u>
Hartman & Associates, Inc.	<u>2</u>
Public Resources Management Group, Inc. (PRMG)	<u>1</u>

**COMMITTEE MEMBER  
(PROJECT MGR) SIGNATURE:**



A handwritten signature in black ink, consisting of several overlapping loops and strokes, positioned above a horizontal line.