

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

Blue Sheet No. 20040672

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Concur with the ranking of Consultants by the Competitive Negotiations Committee for CN-04-03 MSBU MASTER CONTRACT, in the following order of ranking, and authorize contract negotiations to commence with the number one ranked firm: (1) JRI Engineering, Inc.; (2) Vanasse & Daylor, LLP; and (3) Kisinger Campo & Associates Corp..

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

**WHAT ACTION ACCOMPLISHES:** Provides Lee County with a consultant that will provide any and all consulting services for MSBU (Municipal Service Benefit Unit) Master Contract.

**2. DEPARTMENTAL CATEGORY:**

06. Independent  
COMMISSION DISTRICT #:

C6C

**3. MEETING DATE:**

06-08-2004

**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 MSBU Serv
- C. DIVISION Public Resources
- BY: Elizabeth Walker, Director

**7. BACKGROUND:**

Letters of Interest were solicited on behalf of the Board of County Commissioners for the professionals services, for MSBU MASTER CONTRACT.

The deadline for receipt of Letters of Interest was April 1, 2004. A total of twelve (12) Letters of Interest were received by the established deadline. All twelve (12) Letters of Interest were considered at the Competitive Negotiations Committee meeting held on April 12, 2004. The Competitive Negotiations Committee consisted of the following staff members: Paul Wingard, Department of Transportation as Chairman; Elizabeth Walker, MSBU Project Manager, and Thom Osterhout, Utilities. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of the Committee to invite three (3) firms for interviews/presentations.

The interviews/presentations were held on April 19, 2004. On the basis of the information submitted by the firms in their Letters of Interest, and after conducting the interviews/presentations with the "short list" firms, the Committee agreed to recommend to the Board the following order of ranking of Consultants: (1) JRI Engineering, Inc.; (2) Vanasse & Daylor, LLP; and (3) Kisinger Campo & Associates Corp.

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>[Signature]</i>	N/A	<i>[Signature]</i>	<i>[Signature]</i>		<i>[Signature]</i> 5/25/04	<i>[Signature]</i> 5/24/04	<i>[Signature]</i>	

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

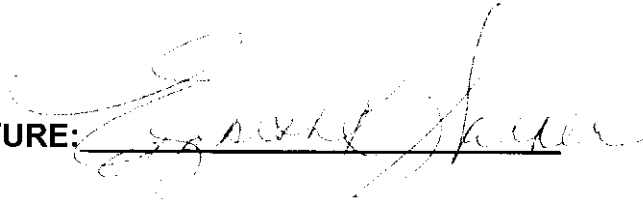
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COUNTY ADMIN  
5/24/04  
7:50 pm  
COUNTY ADMIN  
FORWARDED TO: PR  
5-24-04  
8:30 AM

COMPETITIVE NEGOTIATIONS COMMITTEE  
OVERALL RANKING SHEET  
INTERVIEWS/PRESENTATIONS  
FOR  
CN-04-03 MSBU MASTER CONTRACT  
Thursday, April 29, 2004  
10:30 a.m.

COMPANY NAME	NUMBER RANKED
Vanasse & Daylor, LLP	<u>2</u>
JRI Engineering, Inc.	<u>1</u>
Kisinger Campo & Associates Corp.	<u>3</u>

COMMITTEE MEMBER  
(PROJECT MGR) SIGNATURE:



A handwritten signature in cursive script, written over a horizontal line. The signature is difficult to decipher but appears to be a name.