

Lee County Board Of County Commissioners

Agenda Item Summary

Blue Sheet No. 20041535

1. **REQUESTED MOTION:**

**ACTION REQUESTED:** Concur with the selection of consultants by the Competitive Negotiations Committee for CN-05-03 MISC. ELECTRICAL &/OR INSTRUMENTATION DESIGN SERVICES FOR UTILITY SYSTEMS, and authorize staff to negotiate hourly rates and independent cost with the following three (3) firms: Anchor Engineering Consultants; PLI Engineering, Inc.; and RKS Consulting Engineers, 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:** Board approval required.

**WHAT ACTION ACCOMPLISHES:** Provides the County with three consultants on this contract that can provide professional services for the project known as MISC. ELECTRICAL &/OR INSTRUMENTATION DESIGN SERVICES FOR UTILITY SYSTEMS on an as needed basis.

2. **DEPARTMENTAL CATEGORY:**

10. Utilities

COMMISSION DISTRICT #: CW

C10D

3. **MEETING DATE:**

12-07-2004

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 Public Works
- C. DIVISION Utilities
- BY: Rick Diaz, P.E. Director

*[Handwritten signature and date]*  
11/19/04

7. **BACKGROUND:** Letters of Interest were solicited on behalf of the Board of County Commissioners for professional services for the project known as MISC. ELECTRICAL &/OR INSTRUMENTATION DESIGN SERVICES FOR UTILITY SYSTEMS.

The deadline for receipt of Letters of Interest was October 15, 2004. A total of fourteen (14) Letters of Interest were received by the established deadline. The Competitive Negotiations Committee consisted of the following staff members: Jim Lavender, Public Works Director as Chairman; Rick Diaz, Utilities Director, and Glenn Semanisin, Utilities, Project Manager. Based on the information submitted by the Consultants in their letters of Interest, it was the consensus of the Committee to invite six (6) firms for Telephone Interviews: Anchor Engineering Consultants; Burgess Engineering, Inc.; Hardesty & Hanover, LLP; PLI Engineering, Inc.; RKS Consulting Engineers, Inc.; and Stanley Consultants Inc.

On the basis of the information submitted by the firms in their Letters of Interests and after conducting Telephone Interviews on November 4, 2004 with the six (6) "short-listed" firms, the Committee agreed to recommend to the Board the selection of three (3) firms as follows: Anchor Engineering Consultants; PLI Engineering, Inc.; and RKS Consulting Engineers, Inc. for a contract period of two (2) years with the option of renewal for one (1) additional year. The Committee recommends that the Board of County Commissioners authorize the Committee to negotiate two year contracts with the three (3) firms to provide professional services on a project-by-project basis with work assignments confirmed, authorized and accounted for by the issuance of Supplemental Task Authorizations.

As 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 testing cost within the same blue sheet request. This will eliminate the need for an additional blue sheet requesting Board approval of agreements.

Funds will be available within specific project budgets.

Attachment: 1. 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> 11-15-04	<i>[Signature]</i>	N/A		<i>[Signature]</i> 11/19/04	<i>[Signature]</i> 11/22/04	<i>[Signature]</i> 11/24/04	<i>[Signature]</i> 11/26/04	<i>[Signature]</i> 11-26-04

10. **COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
Date: 11/19/04  
Time: 10:30  
Forwarded To: Co-Admin  
11/19/04

RECEIVED BY  
COUNTY ADMIN:  
11/19/04  
3:25 PM SCL  
COUNTY ADMIN  
FORWARDED TO: PA  
11/22/04  
2:00 PM SCL

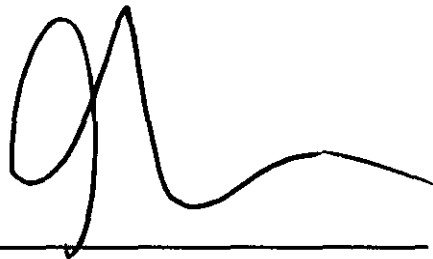
COMPETITIVE NEGOTIATIONS COMMITTEE  
OVERALL RANKING SHEET

TELEPHONE INTERVIEWS  
FOR  
CN-05-03 MISC. ELECTRICAL &/OR INSTRUMENTATION  
DESIGN SERVICES FOR UTILITY SYSTEMS

Thursday, November 4, 2004  
10:00 a.m. - Noon

<u>COMPANY NAME</u>	<u>NUMBER RANKED</u>
ANCHOR ENGINEERING CONSULTANTS	<u>1</u>
BURGESS ENGINEERING, INC.	<u>2</u>
HARDESTY & HANOVER, LLP	<u>2</u>
PLI ENGINEERING, INC.	<u>1</u>
RKS CONSULTING ENGINEERS, INC.	<u>1</u>
STANLEY CONSULTANTS INC.	<u>2</u>

COMMITTEE MEMBER  
(PROJECT MGR) SIGNATURE: \_\_\_\_\_



G. Semanisin