

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

Blue Sheet No. 20050118

1. REQUESTED MOTION:

ACTION REQUESTED: Award and authorize staff to enter into a Construction Manager Agreement for RFQ-05-02 LEE COUNTY TAX COLLECTOR- NORTH BRANCH OFFICE, to Gary Wilkes, Inc. for the sum of seven (7%) percent of the total construction cost of the project. Also request Board approve waiving of any formal process (if needed) and authorize the use of the Direct Material Purchase Orders based on CM's competitive process, which allows the County to purchase directly from suppliers of equipment and/or materials as a cost/time saving measure.

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: Provides Construction Management services for the construction of a North Branch Office for the Lee County Tax Collector. The 9,000 square foot, single story structure construction will include site development, concrete, masonry, structural steel, metal joists, roofing, interior finishes, furnishings, electrical systems, telecommunications infrastructure, plumbing and mechanical systems.

2. DEPARTMENTAL CATEGORY:

COMMISSION DISTRICT #:
02 Construction & Design

C2B

3. MEETING DATE:

02-15-2005

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 *Construction & Design*
- C. DIVISION
BY: *Jim Lavender, Director, Public Works*

7. BACKGROUND:

Letters of Qualifications were solicited on behalf of the Board of County Commissioners for professional construction management Services, for the Lee County Tax Collector – North Branch Office.

The deadline for receipt of the Qualification Submittals was November 23, 2004. A total of eight (8) submittals were received by the established deadline date. All eight (8) submittals were considered at the Qualification Selection Committee meeting held on December 2, 2004. The Qualification Selection Committee consisted of the following staff members: Jim Lavender, Director of Public Works, as Chairman, Daniel Lee Cruz, Construction & Design, Project Manager and Larry Hart, Lee County Tax Collector's Office. Based on the information submitted by the Contractors in their Qualification Statements, it was the consensus of the Committee to invite three (3) firms for interviews/presentations.

After conducting the interviews/presentations with the three "shortlisted" firms on December 14, 2004, it was the consensus of the Committee to recommend award to Gary Wilkes, Inc.

-Continued on Page 2-

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	
<i>J. Lavender</i> 1-31-05	<i>[Signature]</i> 1-31-05	N/A	<i>DAD</i> 1/31/05	<i>[Signature]</i> 2/1/05	<i>[Signature]</i> 2-2-05	<i>[Signature]</i> 2/2/05	<i>[Signature]</i> 2/2/05	<i>J. Lavender</i> 1-31-05

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *2/1/05*
Time: *10:05Am*
Forwarded To:
Co Adm
2-1-05

RECEIVED BY
COUNTY ADMIN: *[Signature]*
2/1/05
4:05pm 5/7
COUNTY ADMIN
FORWARDED TO:
2/3/05
4pm

A letter was received from Gary Wilkes, Inc. on January 21, 2005, indicating a construction management fee of seven (7%) of the total construction cost of the project. A Guarantee Maximum Price (GMP) will be brought back for Board approval.

Gary Wilkes, Inc. will be required to enter into the Construction Manager Agreement and provide the necessary Public Payment and Performance Bond and certificate of insurance.

Funds are available in account string 20871530100.506540

- Attachments:
1. Selection Committee "Short-List" Ranking Sheet
 2. Selection Committee Interview/Presentations Ranking Sheet
 3. Letter from Gary Wilkes, dated January 21, 2005

**QUALIFICATION SELECTION COMMITTEE
OVERALL RANKING SHEET
FOR
RFQ-05-02 LEE COUNTY TAX COLLECTOR NORTH BRANCH OFFICE
THURSDAY, DECEMBER 2, 2004
1:30 P.M.**

<u>COMPANY NAME</u>	<u>NUMBER RANKED</u>
Casey Construction	<u>1</u>
Compass Construction, Inc.	<u>2</u>
Gary Wilkes, Inc.	<u>1</u>
J. L. Wallace, Inc.	<u>2</u>
Lodge Construction, Inc.	<u>1</u>
Peter R. Brown Construction, Inc.	<u>2</u>
W. G. Mills, Inc.	<u>2</u>
Wright Construction Corporation	<u>2</u>

**COMMITTEE MEMBER
(PROJECT MGR) SIGNATURE**

 Daniel Lee Carr, c.u. 12/2/04

**QUALIFICATION SELECTION COMMITTEE
OVERALL RANKING SHEET
INTERVIEWS/PRESENTATIONS
FOR
RFQ05-02 LEE COUNTY TAX COLLECTOR NORTH BRANCH OFFICE
TUESDAY, December 14, 2004 @ 1:30 p.m.**

<u>COMPANY NAME</u>	<u>NUMBER RANKED</u>
Casey Construction	<u>3</u>
Gary Wilkes	<u>1</u>
Lodge Construction	<u>2</u>

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

 12/17/04



January 21, 2005

Sent Via E-mail: dcruz@leegov.com

Daniel Cruz
Capital Projects Construction Manager
LEE COUNTY DEPARTMENT OF PUBLIC WORKS
PO Box 398
Fort Myers, FL 33902-03985

RE: LEE COUNTY TAX COLLECTOR – NORTH BRANCH OFFICE

Dear Dan:

Pursuant to our negotiations on this date; Gary Wilkes, Inc. proposes to act as Construction Manager for the Lee County Tax Collector North Branch Office for a fixed fee of Seven Percent (7%) of the cost of construction.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Dailey", written in a cursive style.

Bruce Dailey,
Project Manager

C: Gail Orio, gorio@leegov.com
file