



**AGENDA ITEM REPORT**

**DATE:** August 6, 2024  
**DEPARTMENT:** Procurement Management  
**REQUESTER:** Mary Tucker  
**TITLE:** Award Annual Contract for Supply of Pit Shell

**I. MOTION REQUESTED**

A) Award Invitation to Bid No. B240314BJB - Supply of Pit Shell to Grippo Pavement Maintenance Inc. for the supply of pit shell, on an as-needed basis, for an initial term of three years, as approved in the departments' annual adopted budgets. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.

B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

C) Grant the County Manager or designee the authority to renew the contract, for up to two additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal(s).

**II. ITEM SUMMARY**

Awards a competitively solicited, annual contract to Grippo Pavement Maintenance Inc. to purchase pit shell, on as-needed basis for an initial term of three years, as approved in the departments' annual adopted budgets. The contract can be renewed up to two additional years, upon mutual agreement of both parties. Total expenditures for these services for Fiscal Year 22-23 were \$90,884.49 by the Parks and Recreation and Transportation departments.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

A) Board Action and Other History

Procurement Management obtained bids for the project known as Invitation to Bid No. B240314BJB, Supply of Pit Shell. On the bid deadline of June 6, 2024, Procurement Management received one submittal. After conducting an analysis of the bid submission, Grippo Pavement Maintenance Inc. was determined to be the responsible bidder with the lowest responsive bid.

Staff recommends awarding a contract to Grippo Pavement Maintenance Inc. for use on as-needed basis for an initial term of three years, as approved in the department's annual adopted budget. The Contract can be renewed for up to two additional years upon mutual agreement of both parties. Total expenditures for these products for Fiscal Year 22-23 were \$90,884.49.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	See Comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Various funds. Program: Project: Account Strings:	
G)	Fund Type?	Other: Various Department Funds
H)	Comments: Expenditures will be on an as-needed basis, as approved in the departments' annual adopted budgets.	

**V. RECOMMENDATION**  
Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Grippio Proposed Agreement OCR</a>	7/22/2024	Agreement
<a href="#">Grippio Price Comparison OCR</a>	7/22/2024	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	7/25/2024 - 2:13 PM
Budget Services	Henkel, Anne	Approved	7/25/2024 - 2:48 PM
Budget Services	Winton, Peter	Approved	7/25/2024 - 4:09 PM
County Attorney	Holborn , Robert	Approved	7/29/2024 - 8:30 AM
County Manager	Winton, Peter	Approved	7/29/2024 - 10:30 AM