

AGENDA ITEM REPORT

DATE: March 4, 2025
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract for Miscellaneous Electrical, Controls and Instrumentation Professional Services

I. MOTION REQUESTED

- A. Award Competitive Negotiation Request for Proposal No. CN240518KLB – Miscellaneous Electrical, Controls and Instrumentation Design Services - Annual to the following four firms: Johnson Engineering, LLC; McKim & Creed, Inc.; RKS Consulting Engineers, Inc.; and Rummel, Klepper & Kahl, LLP to provide electrical, controls and instrumentation design and consulting services for County projects or systems on an as-needed basis, for an initial term of three years as approved in the departments' annual adopted budget. Individual projects 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 contracts, for up to two additional one-year periods, 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.

II. ITEM SUMMARY

Awards an annual contract to Johnson Engineering, LLC; McKim & Creed, Inc.; RKS Consulting Engineers, Inc.; and Rummel, Klepper & Kahl, LLP to provide electrical, controls, and instrumentation design and consulting services for County projects and systems on an as-needed basis, for an initial three-year term. Work under these contracts will be negotiated, authorized, scheduled, funded, and accounted for by the issuance of a Supplemental Task Authorization (STA). Board approval is required for any STA greater than \$100,000.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Procurement Management obtained proposals for the project known as Competitive Negotiation Request for Proposal No. CN240518KLB – Miscellaneous Electrical, Controls and Instrumentation Design Services - Annual. On the proposal deadline of October 24, 2024, Procurement Management received seven proposals. At the first evaluation meeting on November 12, 2024, the Evaluation Committee short-listed four firms to return for presentations and a question-and-answer session. On December 18, 2024, at the second evaluation meeting, the Evaluation Committee provided a final ranking of the firms and recommendation to begin negotiations with the top four ranked firms, Johnson Engineering, LLC; McKim & Creed, Inc.; RKS Consulting Engineers, Inc.; and Rummel, Klepper & Kahl, LLP. Negotiations with all four firms were successful and staff recommends awarding contracts for use on an as-needed basis for an initial three-year period.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	No funding required.
Included in the Current Budget?:	Yes
Fund:	Enterprise
Comments:	Expenditures will be on an as-needed basis, as approved in the department's annual budget.

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Discretionary
Will this item impact future budgets? No
Program: Utilities
Project: N/a
Account Strings: Various Account Strings
Fund Type? Utilities

V. RECOMMENDATION

Approve

ATTACHMENTS:

2 - PSA - Johnson Engineering - CN240518KLB_, 3 - PSA - McKim and Creed - CN240518KLB - OCR'd, 4 - PSA - RKS - CN240518KLB - OCR'd, 5 - PSA- RKK - CN240518KLB - OCR'd

REVIEWERS:

Lisa Hendren, Utilities
Mary Tucker, Procurement
Pamela Keyes, Utilities
Anne Henkel, Budget Services
Peter Winton, County Manager
Amanda Swindle, County Attorney
Marc Mora, County Manager

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