

AGENDA ITEM REPORT

DATE: January 21, 2025
DEPARTMENT: Procurement
REQUESTER: Mary Tucker
TITLE: Award Countywide Annual Contract for Electrical Services

I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP240339CFC, Electrical Services - Master Annual to the following vendors: Britannia Electric II, LLC, Cheslosky Electric, Inc., Cogburn Bros, Inc., and Gulf Shore Electric, L.L.C. for projects under \$75,000.00, on an as-needed basis, for an initial term of one year, as approved in the departments' annual adopted budgets.
- 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 three 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 a competitively solicited countywide annual contract to each of the following responsive and responsible proposers: Britannia Electric II, LLC, Cheslosky Electric, Inc., Cogburn Bros, Inc., and Gulf Shore Electric, LLC to provide electrical services for projects under \$75,000.00, on an as-needed basis, for an initial one-year term. The contracts can be renewed for up to three additional one-year periods upon the agreement of all parties.

Total expenditures for these services for Fiscal Year 2023-2024 were \$443,770.82 primarily by the Utilities and Facilities Construction and Management departments. Projects between \$25,000.01 and \$75,000.00 shall be quoted by a minimum of three of the vendors holding a valid contract under this solicitation. Projects exceeding \$75,000.00 will be bid out separately in accordance with state statute.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Procurement Management obtained proposals for the project known as Request for Proposal No. RFP240339CFC, Electrical Services – Master Annual. On the solicitation deadline of October 22, 2024, Procurement Management received four submittals. An evaluation meeting was held on November 19, 2024, during which the Evaluation Committee considered criterion as listed in the solicitation request including such items as: Qualifications of Company, Company Relevant Experience & Reference, Plan of Approach, Personnel and Local Vendor Preference. Based on the information submitted by the proposers, the Committee reached a consensus to negotiate with and recommend the award of a contract to Britannia Electric II, LLC, Cheslosky Electric, Inc., Cogburn Bros, Inc., and Gulf Shore Electric, LLC., for use on an as-needed basis for an initial one-year period with an option to renew for up to three additional one-year periods upon the agreement of both parties.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comment below.
Included in the Current Budget?:	Yes
Fund:	Various department funds
Comments:	Expenditures will be on an as-needed basis, as approved in departments' annual adopted budgets.

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets?

Program:

Project:

Account Strings:

Fund Type?

V. RECOMMENDATION

Approve

ATTACHMENTS:

Brittania Electric II LLC Vendor Executed Agreement, Cheslosky Electric Vendor Executed Agreement, Cogburn Bros Inc Vendor Executed Agreement, Gulf Shore Electric Vendor Executed Agreement, Pricing Comparison

REVIEWERS:

Angela Lamontagne, Procurement
Mary Tucker, Procurement
Anne Henkel, Budget Services
Robert Holborn, County Attorney
Peter Winton, County Manager

Created/Initiated - 1/9/2025
Approved - 1/10/2025
Approved - 1/10/2025
Approved - 1/13/2025
Final Approval - 1/13/2025