

Blue Sheet No. 20170096	Lee County Board Of County Commissioners Agenda Item Report Meeting Date: 3/7/2017	Item No. C7
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TITLE:

Award contracts for miscellaneous plumbing, HVAC and electrical engineering services

ACTION REQUESTED:

A) Approve the selection of consultants by the Competitive Negotiation Committee for Competitive Negotiation No. CN160309/AB, Miscellaneous Plumbing, HVAC and Electrical Engineering Services as follows: TLC Engineering for Architecture, Matern Professional Engineering Inc., and Diversified Technology Consultants Inc.

B) Approve Professional Services Agreements with the selected firms to provide miscellaneous plumbing, HVAC, and electrical consulting services, on an as needed basis, as approved in the departments' adopted annual budgets, for a term of two years.

C) Authorize the Chair to execute the contracts on behalf of the Board of County Commissioners.

FUNDING:

Funds will be available within specific project budgets.

WHAT ACTION ACCOMPLISHES:

Approval provides Lee County with three firms capable of providing professional plumbing, HVAC, and electrical consulting services for miscellaneous projects throughout the County. Staff will negotiate services with these firms on an as-needed, project-by-project basis. Services to be provided include: Design, CAD drawings, construction specifications, permitting, bidding and negotiation services, construction observation/administration, energy management program evaluations, conceptual estimates for new construction and renovation/retrofit projects, analysis of existing systems, and performance of eleventh month warranty inspections. Expenditures under the previous contracts for these services totaled \$48,937.50 from October 31, 2014 through October 30, 2016.

MANAGEMENT RECOMMENDATION:

Approve

Requirement/Purpose: (specify)	Request Initiated
<input type="checkbox"/> Statute <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Admin Code AC-4-1 <input type="checkbox"/> Other	Commissioner: Department: PROCUREMENT MANAGEMENT Division: No Divisions By: Mary Tucker

Background:

Letters of Interest were solicited on behalf of the Board of County Commissioners for Miscellaneous Plumbing, HVAC & Electrical Engineering Services for Lee County.

The deadline for receipt of the Letters of Interest was June 24, 2016. A total of six Letters of Interest were submitted within the established date and time. All Letters of Interest were considered at the Competitive Negotiations Committee meeting held on August 1, 2016.

At the Committee meeting, the decision was made to short list to four firms for presentations. Presentations were conducted by Procurement Management on August 26, 2016. One firm failed to

Required Review:					
Mary Tucker	Andrea R. Fraser	Anne Henkel	Peter Winton	Mary Tucker	Christine Brady
PROCUREMENT MANAGEMENT	County Attorney	Budget Analyst	Budget Services	Purchasing	County Manager

present and the Committee recommended moving forward with the other three firms: TLC Engineering for Architecture, Matern Professional Engineering Inc., and Diversified Technology Consultants Inc.

Expenditures under the previous contracts for these services totaled \$48,937.50 from October 31, 2014 through October 30, 2016.

Attachments;

- 1) Short List Meeting minutes dated August 26, 2016
- 2) PSA DTC
- 3) PSA Matern
- 4) PSA TLC