



**AGENDA ITEM REPORT**

**DATE:** March 5, 2019  
**DEPARTMENT:** Solid Waste  
**REQUESTER:** Pamela Keyes  
**TITLE:** Award Contract for Utility Environmental Consulting Services for Solid Waste

**I. MOTION REQUESTED**

- A) Award Competitive Negotiation Request for Proposal No. CN180452DLK, Annual - Utility Environmental Consulting Services to Jones, Edmunds & Associates, Inc., for a period of two years, to provide professional water quality monitoring and reporting services, as approved in the department's annual adopted budget. Individual projects with a cost of \$100,000 or more shall be brought back 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 negotiate renewals of the contract, including changes in price for up to three additional one-year periods, and/or to extend the contract up to six months, and to execute all associated documents, with County Administration approval, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County.

**II. ITEM SUMMARY**

Award contract to Jones, Edmunds & Associates, Inc., to provide professional water quality monitoring and reporting services at the Lee-Hendry Landfill for an initial period of two years with the option to renew for three additional one-year periods, as approved in the department's annual adopted budget. This is a new contract and the estimated annual expenditures is in the amount of \$153,000.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 The Solid Waste Department submitted a request to Procurement Management to obtain proposals for professional water quality monitoring and reporting services, on an as needed basis. August 24, 2018, Procurement Management advertised CN180452DLK, Annual - Utility Environmental Consulting Services. On the proposal deadline of September 26, 2018, Procurement Management received six proposals. The Competitive Negotiation Committee meeting was held October 18, 2018, during which the Evaluation Committee considered criterion listed in the solicitation: Experience of Firm, Key Personnel, and General Approach. Three firms were short-listed. Interviews were conducted on November 29, 2018. The final evaluation meeting was held after the scheduled interviews. The Evaluation Committee recommends awarding the contract to Jones, Edmunds & Associates, Inc. This is a new contract so there are no expenditures for the previous fiscal year.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$153,000
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?	Mandatory Required by Solid Waste Operation Permit No. 0130719-018-SO-01 (WACS ID 74766) and PA 90-30H (WACS I
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: 40100 Program: Solid Waste, Disposal & Landfill Project: N/A Account Strings: OB5340840100.503190 OB5341040100.503190	
G)	Fund Type?	Enterprise
H)	Comments: Expenditures will be as needed and within the department's annual approved, adopted budget.	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

Existing monitoring services contract expires March 14, 2019.

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Jones Edmunds Signed Contract</a>	2/8/2019	Contract

**REVIEWERS:**

Department	Reviewer	Action	Date
Solid Waste	Turner, Nicole	Approved	2/18/2019 - 1:53 PM
Solid Waste	Keyes, Pamela	Approved	2/18/2019 - 2:03 PM
Budget Services	Guttery, Angela	Approved	2/18/2019 - 4:13 PM
Budget Services	Winton, Peter	Approved	2/20/2019 - 1:03 PM
County Attorney	Swindle, Amanda	Approved	2/20/2019 - 1:33 PM
County Manager	Meurer, Doug	Approved	2/20/2019 - 2:39 PM