

AGENDA ITEM REPORT

DATE: June 5, 2018
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contracts for Annual Supply of Pit Shell - Countywide

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B180017RJD, Annual – Supply of Pit Shell, to BDC Shell & Aggregates, LLC as primary vendor and Florida Dirt Source, LLC as secondary vendor, for the annual supply of pit shell on an as-needed basis Countywide, as approved in the departments' annual adopted budgets, for an initial term of one year.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the Director of Procurement Management 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, and to execute all associated documents, with County Administration approval, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Award contracts to BDC Shell & Aggregates, LLC as primary vendor and Florida Dirt Source, LLC as secondary vendor for the countywide supply of pit shell, on an as-needed basis, for one-year with the option to renew for three additional one-year periods. Pit shell is typically required for road repairs. Total expenditures for these products and services during Fiscal Year 2016-2017 were approximately \$32,796.76.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained proposals on behalf of the Board of County Commissioners for the project known as Invitation to Bid No. B180017RJD Annual – Supply of Pit Shell. On the bidding deadline of March 2, 2018, Procurement Management received three submittals. After conducting an analysis on the bid submissions, staff recommends making an award to a primary vendor and a secondary vendor.

Pit Shell is typically required by the Department of Transportation and other Lee County Departments on an as-needed basis for road repairs. Expenditures for these services totaled approximately \$32,796.76 during Fiscal Year 2016-2017.

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?	

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: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be as needed and within the departments' annual approved, adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
BDC Shell & Aggregate Vendor Signed Contract	5/9/2018	Contract
Florida Dirt Vendor Signed Contract	5/9/2018	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	5/21/2018 - 5:30 PM
Budget Services	Henkel, Anne	Approved	5/22/2018 - 8:27 AM
Budget Services	Winton, Peter	Approved	5/22/2018 - 8:38 AM
County Attorney	Lira, Louis C.	Approved	5/22/2018 - 9:46 AM
County Manager	Brady, Christine	Approved	5/29/2018 - 9:31 AM