



AGENDA ITEM REPORT

DATE: November 19, 2019
DEPARTMENT: Transit
REQUESTER: Robert Codie
TITLE: Award Contract for LeeTran Bus Advertising Graphics

I. MOTION REQUESTED

A) Award Invitation to Bid No. B190392RJD, LeeTran Bus Advertising Graphics, to Larger Than Life, Incorporated for the bus advertising graphics and installation, on an as needed basis, for an initial term of three years, as approved in the departments' annual adopted budget, in an amount not to exceed \$79,000.00 annually.
 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 contract, 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, and there are no cost increases associated with the renewal. Renewals with expenditures exceeding \$100,000.00 will require Board approval.

II. ITEM SUMMARY

Awards a contract to Larger Than Life, Incorporated to provide bus advertising graphics and installation, on an as-needed basis for an initial three year period, in an amount not to exceed \$79,000.00 annually. The contract can be renewed up to three additional one year periods, upon the agreement of both parties. Total expenditures for these services for Fiscal Year 2018-2019 were \$79,000.00. This item is budgeted in the current fiscal year.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained bids for the project known as Invitation to Bid No. B190392RJD, LeeTran Bus Advertising Graphics. On the bid deadline of August 23, 2019, Procurement Management received two submittals. After conducting an analysis of the bid submissions, Larger Than Life, Incorporated was determined to be the responsible bidder with the lowest responsive bid.

Staff recommends awarding a contract to Larger Than Life, Incorporated for use on an as-needed basis for an initial three year period in an amount not to exceed \$79,000.00 annually.

B) Policy Issues

C) BoCC Goals

D) Analysis

Expenditures during Fiscal Year 18/19 were \$79,000. Expenditures in future years are not expected not to exceed \$79,000 annually.

E) Options

IV. FINANCIAL INFORMATION

| | | |
|----|--|---------------|
| A) | Current year dollar amount of item: | 79,000 |
| 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? | Discretionary |
| E) | Will this item impact future budgets? If yes, please include reasons in III(D) above. | |
| F) | Fund: 48600 Program: Transit Project: Transit Operating Account Strings: K15440148600.503490.63 | |
| G) | Fund Type? | Enterprise |
| H) | Comments: | |

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description

[Proposed Contract](#)

Upload Date

11/7/2019

Type

Contract

REVIEWERS:

Department

Reviewer

Action

Date

Transit

Turner, Nicole

Approved

11/7/2019 - 12:49 PM

Transit

Codie, Robert

Approved

11/8/2019 - 12:23 PM

Budget Services

Henkel, Anne

Approved

11/8/2019 - 12:52 PM

Budget Services

Winton, Peter

Approved

11/8/2019 - 3:07 PM

County Attorney

Swindle, Amanda

Approved

11/12/2019 - 9:49 AM

County Manager

Harner, David

Approved

11/12/2019 - 10:14 AM