

AGENDA ITEM REPORT

DATE: August 25, 2020
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Concrete Ready Mix - Countywide

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B200115BAG, Concrete Ready Mix- Annual to Smyrna Ready Mix Concrete, LLC for the concrete ready mix, on an as needed basis, for an initial term of three years, as approved in the department’s annual adopted budgets, in the amount of \$100,000.00 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 years, 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.

II. ITEM SUMMARY

Awards a contract to Smyrna Ready Mix Concrete, LLC to provide concrete ready mix, on an as-needed basis for an initial three-year period in the amount of \$100,000.00 annually, as approved in the department’s annual adopted budgets. The contract can be renewed up to three additional years, upon the agreement of both parties. Total expenditures to date for Fiscal Year 2019-2020 are \$96,915.09. Expenditures for future years are anticipated not to exceed \$100,000.00 annually.

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. B200115BAG, Concrete Ready Mix- Annual. On the bid deadline of June 12, 2020, Procurement Management received one submittal. After conducting an analysis of the bid submission, Smyrna Ready Mix Concrete, LLC was determined to be the responsible bidder with the lowest responsive bid.

 Staff recommends awarding a contract to Smyrna Ready Mix Concrete, LLC for use on an as-needed basis for an initial three year period in the amount of \$100,000.00 annually, as approved in the department’s annual adopted budgets. The contract can be renewed up to three additional years periods, upon the agreement of both parties. Total expenditures to date for Fiscal Year 2019-2020 are \$96,915.09. Expenditures for future years are anticipated not to exceed \$100,000.00 annually.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See notes below.
B)	Is this item approved in the current budget?	
C)	Is this a revenue or expense item?	
D)	Is this Discretionary or Mandatory?	
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 on an as needed basis, as approved in the departments' annual adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Smyrna Ready Mix Concrete Contract	8/4/2020	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	8/14/2020 - 11:24 AM
Budget Services	Henkel, Anne	Approved	8/14/2020 - 11:48 AM
Budget Services	Winton, Peter	Approved	8/14/2020 - 12:49 PM
County Attorney	Swindle, Amanda	Approved	8/14/2020 - 4:04 PM
County Manager	Winton, Peter	Approved	8/17/2020 - 10:57 AM