

**AGENDA ITEM REPORT**

**DATE:** February 2, 2021  
**DEPARTMENT:** Innovation and Technology  
**REQUESTER:** Ashley Mason  
**TITLE:** Award Contract for Fiber Optic Locates and Emergency Services

**I. MOTION REQUESTED**

- A) Award Invitation to Bid No. B200488JJB, Fiber Optic Locates and Emergency Services, to High Tech Engineering Incorporated to perform locates and emergency response services, on an as needed basis, for an initial term of one-year, as approved in the departments' annual adopted budgets.  
 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 one additional year, 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 renewals.

**II. ITEM SUMMARY**

The Division of Innovation and Technology manages roughly 120 miles of fiber optic network. To protect this critical utility, locating the fiber in the ground must be done when an 8-1-1 "No Cuts" ticket is submitted. Procurement performed an RFP process to award this contract, there were three qualifying bidders. The item will award Fiber Optic Locates and Emergency Services to the lowest cost qualifying bid, High tech Engineering Inc. for an initial term of one year with an option to extend for a second year which represents a first year savings of \$27,275.04.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**A) Board Action and Other History

An RFP was issued by Procurement, there were three bids received, High Tech Engineering was the lowest cost qualified bidder.

The award includes a contract to perform locate services across the roughly 120 miles of fiber when an 8-1-1 "No Cuts" ticket is submitted. The fiber is located with specialty equipment and then flagged and marked to ensure the area is undisturbed. If a cut of the fiber does occur, the contract also provides High Tech Engineering the ability to dispatch an emergency response crew to repair the damage limiting network down time for the County.

B) Policy IssuesC) BoCC GoalsD) AnalysisE) Options**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$162,749
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: 51500 ITG Program: Project: Account Strings: KC5162851500	
G)	Fund Type?	
H)	Comments:	

**V. RECOMMENDATION**  
Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Proposed Contract</a>	1/5/2021	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Innovation and Technology	Turner, Nicole	Approved	1/25/2021 - 12:10 PM
Innovation and Technology	Brady, Christine	Approved	1/25/2021 - 12:20 PM
Budget Services	Guttery, Angela	Approved	1/25/2021 - 1:47 PM
Budget Services	Winton, Peter	Approved	1/25/2021 - 2:55 PM
County Attorney	Swindle, Amanda	Approved	1/25/2021 - 3:31 PM
County Manager	Brady, Christine	Approved	1/25/2021 - 4:09 PM