



AGENDA ITEM REPORT

DATE: March 7, 2023
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Intrabuilding Voice and Data Cabling – Countywide

I. MOTION REQUESTED

A) Award Invitation to Bid No. B220604CMR, Intrabuilding Voice and Data Cabling – Annual, to Aztek Communications of South Florida, Inc. for data and voice cabling and installation in County buildings on an as needed basis, for an initial term of three years, as approved in the departments' annual adopted budget. Individual purchases in excess of \$100,000.00 will be presented 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 renew the contracts, 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 competitively solicited contract to Aztek Communications of South Florida, Inc. for intrabuilding voice and data cabling and installation on an as needed basis, for an initial term of three years, as approved in the departments' annual adopted budget. The contract can be renewed for up to three additional years, upon the agreement of both parties. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval. The total expenditures for these services for Fiscal Year 2021-2022 were \$47,823.05.

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. B220604CMR, Intrabuilding Voice and Data Cabling – Annual. On the bid deadline of January 5th, 2023, Procurement Management received one submittal. After conducting an analysis on the bid submission, staff recommends making an award to the sole submission for use on an as-needed basis for an initial term of three years. The contract can be renewed up to three additional years, upon the agreement of all parties. The total expenditures for these services for Fiscal Year 2021-2022 were \$47,823.05.
- 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?	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: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be on an as needed basis, as approved in the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Aztec Communications of South Florida, Inc. Contract	2/3/2023	Contract
Annual Contract Comparison	2/3/2023	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	2/23/2023 - 1:47 PM
Budget Services	Henkel, Anne	Approved	2/23/2023 - 3:23 PM
Budget Services	Winton, Peter	Approved	2/24/2023 - 8:41 AM
County Attorney	Swindle, Amanda	Approved	2/24/2023 - 9:54 AM
County Manager	Winton, Peter	Approved	2/27/2023 - 9:39 AM