

AGENDA ITEM REPORT

DATE: December 4, 2018
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Utilities Electrical Controls and Instrumentation Design Services-Countywide

I. MOTION REQUESTED

- A) Award Request for Proposal Competitive Negotiation No. CN180240GWT, Miscellaneous Electrical and Instrumentation Design Services – Countywide, to the following vendors for a period of one year, to provide countywide electrical and instrumentation design services, as approved in the departments' annual adopted budgets: Bailey Engineering Consultants, Inc.; Engineering Design Technologies Corp.; Johnson Engineering, Inc.; McKim and Creed, Inc. and RKS Consulting Engineers, Inc.
- 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 negotiate renewals of the contracts, including changes in price, for up to three additional one-year periods, and/or extend the contracts up to six months, and to execute all associated documents, with County Administration approval, as approved in the departments' annual adopted budgets, if doing so is the best interest of Lee County.

II. ITEM SUMMARY

Award contracts to the following vendors to provide countywide utilities electrical controls and instrumentation design services for an initial period of one-year with the option to renew for three additional one-year periods: Bailey Engineering Consultants, Inc.; Engineering Design Technologies Corp.; Johnson Engineering, Inc.; McKim and Creed, Inc. and RKS Consulting Engineers, Inc. Total expenditures for these services for Fiscal Year 2017 – 2018 were approximately \$285,202.00.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
On May 18, 2018, Procurement Management advertised CN180240GWT Miscellaneous Electrical Instrumentation Design Services, for qualified firms to provide electrical instrumentation design services. On the proposal deadline of June 18, 2018, Procurement Management received five proposals. On August 15, 2018, the evaluation met and short-listed all five firms for a second evaluation. On August 30, 2018, all five firms gave presentations and the committee determined that the contracts should be awarded to: Bailey Engineering Consultants, Inc.; Engineering Design Technologies Corp.; Johnson Engineering, Inc.; McKim and Creed, Inc. and RKS Consulting Engineers, Inc.

Total expenditures for these services for Fiscal Year 2017 – 2018 were approximately \$285,202.00.

- 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?	
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 as needed and within the departments' annual approved, adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Bailey Engineering Vendor Signed Agreement	10/26/2018	Agreement
Engineering Design Technologies Vendor Signed Agreement	10/26/2018	Agreement
Engineering Design Technologies Signature Authorization	10/26/2018	Agreement
Johnson Engineering Vendor Signed Agreement	10/26/2018	Agreement
McKim and Creed Vendor Signed Agreement	10/26/2018	Agreement
RKS Consulting Engineers Vendor Signed Agreement	10/26/2018	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	11/21/2018 - 9:11 AM
Budget Services	Henkel, Anne	Approved	11/21/2018 - 12:47 PM
Budget Services	Winton, Peter	Approved	11/21/2018 - 1:21 PM
County Attorney	Fraser, Andrea R.	Approved	11/22/2018 - 10:39 AM
County Manager	Brady, Christine	Approved	11/27/2018 - 11:54 AM