



**AGENDA ITEM REPORT**

**DATE:** September 5, 2023  
**DEPARTMENT:** Utilities  
**REQUESTER:** Pamela Keyes  
**TITLE:** Award Contracts for Miscellaneous Utility Engineering

**I. MOTION REQUESTED**

A) Award Competitive Negotiation Request for Proposal No. CN230221CMR, Miscellaneous Utility Engineering, to the following 16 firms, for professional consulting for water, sewer and reuse, on an as-needed basis, for an initial term of three years as approved in the departments' annual adopted budget to the following firms: AECOM Technical Services, Inc.; Ardurra Group, Inc.; Barraco and Associates, Inc.; Black and Veatch Corporation; Carollo Engineers, Inc.; Greeley and Hansen LLC; Hazen and Sawyer P.C.; Jacobs Engineering Group; Johnson Engineering, Inc.; Kimley-Horn and Associates, Inc.; McKim and Creed, Inc.; Q. Grady Minor & Associates P.A.; RWA, Inc.; Stantec Consulting Services Inc.; Tetra Tech, Inc.; and Weston & Sampson Engineers, Inc. Individual projects 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 professional services contracts from a competitive solicitation process to the following 16 firms for miscellaneous utility engineering: AECOM Technical Services, Inc.; Ardurra Group, Inc.; Barraco and Associates, Inc.; Black and Veatch Corporation; Carollo Engineers, Inc.; Greeley and Hansen LLC; Hazen and Sawyer P.C.; Jacobs Engineering Group; Johnson Engineering, Inc.; Kimley-Horn and Associates, Inc.; McKim and Creed, Inc.; Q. Grady Minor & Associates P.A.; RWA, Inc.; Stantec Consulting Services Inc.; Tetra Tech, Inc.; and Weston & Sampson Engineers, Inc. Scope of services included providing water, sewer, and reuse engineering services, on an as-needed basis, for an initial term of three years with the option to renew for up to three additional one-year terms. Total expenditures for these services for Fiscal Year 2021 – 2022 were \$441,026.46.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 Procurement Management obtained proposals for the project known as Competitive Negotiations Request for Proposal CN230221CMR, Miscellaneous Utility Engineering for professional water, sewer, and reuse services. On the Proposal deadline of April 25, 2023, Procurement Management received 22 proposals. At the first evaluation meeting on May 15, 2023, the Evaluation Committee requested 18 firms to return for a presentation and a question-and-answer session. On June 8, 2023, at the second evaluation meeting, the Evaluation Committee provided a final ranking of firms determined to be responsible and responsive vendors and recommended to begin negotiations with 16 firms: AECOM Technical Services, Inc.; Ardurra Group, Inc.; Barraco and Associates, Inc.; Black and Veatch Corporation; Carollo Engineers, Inc.; Greeley and Hansen LLC; Hazen and Sawyer P.C.; Jacobs Engineering Group; Johnson Engineering, Inc.; Kimley-Horn and Associates, Inc.; McKim and Creed, Inc.; Q. Grady Minor & Associates P.A.; RWA, Inc.; Stantec Consulting Services Inc.; Tetra Tech, Inc.; and Weston & Sampson Engineers, Inc. Negotiations were successful and staff recommends awarding a contract for use on an as-needed basis for an initial three-year period 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.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis  
 Lee County Utilities utilizes the Miscellaneous Utility Engineering contracts annually on an as needed basis for professional water, sewer, and reuse engineering services.
- 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.	No
F)	Fund: Utilities Capital Improvement Program: Capital Improvements Project: Miscellaneous Utility Engineering Account Strings: LCU Operating and CIP as needed	
G)	Fund Type?	Enterprise
H)	Comments: Expenditures will be as-needed and within the department's annual approved, adopted budget.	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">FINAL Contract Comparison</a>	8/2/2023	Backup Material
<a href="#">Executed Contract Barraco CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Executed Johnson Engineering CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Greeley and Hansen CN230221CMR Contract OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Greeley</a>	8/25/2023	Backup Material
<a href="#">Hazen and Sawyer Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Hazen &amp; Sawyer</a>	8/25/2023	Backup Material
<a href="#">Jacobs Engineering Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Jacobs</a>	8/25/2023	Backup Material
<a href="#">Kimley-Horn Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Kimley-Horn</a>	8/25/2023	Backup Material
<a href="#">Stantec Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Stantec</a>	8/25/2023	Backup Material
<a href="#">Mckim &amp; Creed Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority McKim &amp; Creed</a>	8/25/2023	Backup Material
<a href="#">Tetra Tech Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">AECOM Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority AECOM</a>	8/25/2023	Backup Material
<a href="#">Carollo Contract CN230221CMR OCRd.</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Carollo</a>	8/25/2023	Backup Material
<a href="#">Black and Veatch Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Black &amp; Veatch</a>	8/25/2023	Backup Material
<a href="#">CN230221CMR Q Grady Minor Contract OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Q Grady Minor</a>	8/25/2023	Backup Material
<a href="#">CN230221CMR Weston &amp; Sampson OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Weston &amp; Sampson</a>	8/25/2023	Backup Material
<a href="#">Executed Ardurra Contract CN230221CMR OCRd</a>	8/2/2023	Backup Material
<a href="#">Signature Authority Ardurra</a>	8/25/2023	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Utilities	Tucker, Mary	Approved	8/25/2023 - 12:28 PM
Utilities	Keyes, Pamela	Approved	8/25/2023 - 12:29 PM
Budget Services	Guttery, Angela	Approved	8/25/2023 - 1:13 PM
Budget Services	Winton, Peter	Approved	8/28/2023 - 9:11 AM
County Attorney	Swindle, Amanda	Approved	8/28/2023 - 10:42 AM
County Manager	Mora, Marc	Approved	8/28/2023 - 1:45 PM