



AGENDA ITEM REPORT

DATE: March 16, 2021
DEPARTMENT: Transportation
REQUESTER: Randy Cerchie
TITLE: Approve Extension for Consultant for Traffic Engineering for Transportation Facilities

I. MOTION REQUESTED

- A) Approve Change Order No. 6 to Contract No. 7717 with CDM Smith, Inc. under Solicitation No. CN160557DKR for professional traffic engineering services for transportation facilities bond related issues to extend the contract for 6 months through 10/3/2021.
 B) Authorize the County Manager or designee to approve the Change Order on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves Change Order No. 6 to a contract with CDM Smith, Inc. to extend the contract for general consulting and traffic engineering services for bond related issues for an additional 6-month period through October 3, 2021. This contract provides Lee County with traffic and revenue information for the Toll Facilities. Approval of this Change Order will allow for the continuation of services without interruption while the new contract is being put into place. No additional funding is being requested for this time extension.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained proposals for the project known as Invitation to Solicitation No. CN160557DKR, General Consultant/Traffic Engineering for Transportation Facilities Bond Related Issues. The deadline for submittals was November 9, 2016 and the County received one submittal from the incumbent consultant. The historical data shows this service has a very limited market. The evaluation committee met December 12, 2016, to review the single proposal. The committee followed the single proposal procedure and reached a super majority to recommend for award CMD Smith, Inc.

On April 4, 2017, the Board of County Commissioners awarded the contract to CDM Smith, Inc. for a one-year period with three additional one-year renewals. The contract was renewed three times with a final contract expiration on April 3, 2021.

The Department of Transportation coordinated with Procurement Management on a new solicitation for these services, but due to the abovementioned limited market, only two proposals were received. Following state statute and local ordinance, three proposals are needed to move forward. As a result of not receiving the three needed proposals, Lee County issued a notice of cancellation and re-advertised the solicitation.

The solicitation process is underway for a new contract to be executed, but the need to cancel and advertise the solicitation will create a potential gap between the contracts, necessitating the 6-month extension to the existing solicitation CN160557DKR, extending the expiration to 10/3/21.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	No funding required.
B)	Is this item approved in the current budget?	N/A
C)	Is this a revenue or expense item?	N/A
D)	Is this Discretionary or Mandatory?	N/A
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Program: Project: Account Strings:	

G)	Fund Type?	N/A
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
CDM Smith Signature Authorization	2/23/2021	Backup Material
CDM Smith Change Order No. 6	2/23/2021	Change Order

REVIEWERS:

Department	Reviewer	Action	Date
Transportation	Tucker, Mary	Approved	3/3/2021 - 1:40 PM
Transportation	Cerchie, Randy	Approved	3/5/2021 - 11:36 AM
Budget Services	Henkel, Anne	Approved	3/5/2021 - 2:21 PM
Budget Services	Winton, Peter	Approved	3/5/2021 - 3:07 PM
County Attorney	Adams, Joseph	Approved	3/8/2021 - 1:13 PM
County Manager	Harner, David	Approved	3/9/2021 - 8:34 AM