

**AGENDA ITEM REPORT**

DATE: November 21, 2017
DEPARTMENT: Natural Resources
REQUESTER: Roland Ottolini
TITLE: Award Contract for Installation, Maintenance, Relocation & Repair of Navigation Aids

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B170171LAC Installation, Maintenance, Relocation, and Repair of Aids to Navigation to DeHays Marine, Inc. for the installation, removal, relocation, and maintenance of Lee County's private aids to navigation on an as-needed basis, as approved in the department's annual adopted budget, for an initial term of one year.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Authorize the County Manager or designee to approve individual projects under this contract on behalf of the Board of County Commissioners.
- D. Grant the Director of Procurement Management the authority to negotiate renewals of the contracts, including changes in price, and to execute renewal documents for up to three additional one-year periods, with County Administration approval, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Award Invitation to Bid No. B170171LAC Installation, Maintenance, Relocation, and Repair of Aids to Navigation to DeHays Marine, Inc. for the installation, removal, relocation, and maintenance of Lee County's private aids to navigation on an as-needed basis. This contract will only be used for projects with an estimated cost less than \$200,000. Estimated annual expenditures are anticipated to be \$60,000. This is approved in the current budget.

III. BACKGROUND AND IMPLICATIONS OF ACTIONA) Board Action and Other History

The Department of Natural Resources submitted a request to Procurement Management to obtain bids for an annual contract for installation, removal, relocation, and maintenance of Lee County's private aids to navigation projects.

On the bidding deadline of July 27, 2017 Procurement Management received three bids. All bids were reviewed by the Department of Natural Resources and it is recommended that award be made to DeHays Marine, Inc., the lowest responsive, responsible bidder meeting all bid requirements based upon unit price.

B) Policy Issues

Lee County is the owner of and has the responsibility to maintain more than 1,700 Private Aids to Navigation in a safe and functional condition.

C) BoCC GoalsD) Analysis

Aids to navigation (channel markers), regulatory buoys, and regulatory signs are in place throughout the waters of Lee County. These structures have a limited lifespan in the harsh marine environment. They are critically important for boating safety and environmental protection. Having an annual contract for this service allows for timely response to needed repairs/maintenance. This is an ongoing expense with offsetting revenues budgeted with WCIND grant funding.

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.	Yes
F)	Fund: General Fund Program: Natural Resources - WCIND Project: County Wide Navigation Improvements Account Strings: 40318000100	
G)	Fund Type?	General Fund WCIND
H)	Comments:	

	Funding will be in accordance with the department's annual adopted budget.
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V. RECOMMENDATION**VI. TIMING/IMPLEMENTATION**

Contract to begin upon Board approval and continue for a period of one year. Contract may be renewed for up to three (3) additional one (1) year periods upon mutual written agreement.

VII. FOLLOW UP**ATTACHMENTS:**

Description	Upload Date	Type
Notice of Intended Decision	11/1/2017	Backup Material
Contract	11/1/2017	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Natural Resources	Ottolini, Roland	Approved	11/6/2017 - 3:33 PM
Budget Services	Henkel, Anne	Approved	11/7/2017 - 12:25 PM
Budget Services	Winton, Peter	Approved	11/7/2017 - 1:14 PM
County Attorney	Lira, Louis C.	Approved	11/8/2017 - 1:31 PM
County Manager	Harner, David	Approved	11/13/2017 - 8:25 AM