



AGENDA ITEM REPORT

DATE: September 18, 2018
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contracts for Miscellaneous Utility Engineering

I. MOTION REQUESTED

A) Award Competitive Negotiation Request for Proposal No. CN180185DLK Miscellaneous Utility Engineering to the following 13 firms for an initial period of two years, for use on an as needed basis for professional water, sewer, and reuse engineering services, as approved in the department's annual adopted budget: Agnoli, Barber & Brundage, Inc.; Barraco and Associates, Inc.; Carollo Engineers, Inc.; CDM Smith Inc.; David Douglas Associates, Inc.; Hazen and Sawyer, P.C.; Jacobs Engineering Group Inc.; Johnson Engineering, Inc.; Kimley-Horn and Associates, Inc.; McKim & Creed, Inc.; Tetra Tech, Inc.; T K W Consulting Engineers, Inc. and Weston & Sampson Engineers, Inc. Individual projects with a cost of \$100,000 or more shall be brought back 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 Director of Procurement Management the authority to negotiate renewals of the contracts, including changes in price, for up to three additional one-year periods, and/or to extend the contracts, and to execute all associated documents, 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 contracts to thirteen firms for miscellaneous utility engineering: Agnoli, Barber & Brundage, Inc.; Barraco and Associates, Inc.; Carollo Engineers, Inc.; CDM Smith Inc.; David Douglas Associates, Inc.; Hazen and Sawyer, P.C.; Jacobs Engineering Group Inc.; Johnson Engineering, Inc.; Kimley-Horn and Associates, Inc.; McKim & Creed, Inc.; Tetra Tech, Inc.; T K W Consulting Engineers, Inc. and Weston & Sampson Engineers, Inc. to provide professional water, sewer, and reuse services, on an as needed basis for a period of two-years with the option to renew for three additional one-year periods, as approved in the department's annual adopted budget. Total expenditures for these services for Fiscal Year 2016 – 2017 were \$246,688.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

The Utilities Department submitted a request to Procurement Management to obtain proposals for the project known as CN180185DLK Miscellaneous Utility Engineering for professional water, sewer, and reuse services on an as needed basis. On the proposal deadline of March 26, 2018, Procurement Management received twenty-seven proposals. The Competitive Negotiation Committee meeting was held April 26, 2018, during which the Evaluation Committee considered criterion listed in the solicitation: Experience of Firm, Key Personnel, and General Approach. Eighteen firms were short-listed.

Interviews were conducted on May 10, 2018. The final evaluation meeting was held, after the scheduled interviews. The committee recommended awarding contracts to thirteen firms: Agnoli, Barber & Brundage, Inc.; Barraco and Associates, Inc.; Carollo Engineers, Inc.; CDM Smith Inc.; David Douglas Associates, Inc.; Hazen and Sawyer, P.C.; Jacobs Engineering Group Inc.; Johnson Engineering, Inc.; Kimley-Horn and Associates, Inc.; McKim & Creed, Inc.; Tetra Tech, Inc.; T K W Consulting Engineers, Inc. and Weston & Sampson Engineers, Inc.

Total expenditures for these services in FY 2016 – 2017 were \$246,688.

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.	No
F)		

	Fund: Utilities Capital Improvements 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
Proposed Contract - Agnoli	9/6/2018	Contract
Proposed Contract - Barraco	9/6/2018	Contract
Proposed Contract - Carollo	9/6/2018	Contract
Proposed Contract - CDM Smith	9/6/2018	Contract
Proposed Contract - David Douglas	9/6/2018	Contract
Proposed Contract - Hazen	9/6/2018	Contract
Proposed Contract - Jacobs	9/6/2018	Contract
Proposed Contract - Johnson	9/6/2018	Contract
Proposed Contract - Kimley	9/6/2018	Contract
Proposed Contract - McKim & Creed	9/6/2018	Contract
Proposed Contract - Tetra Tech	9/6/2018	Contract
Proposed Contract - TKW	9/6/2018	Contract
Proposed Contract - Weston	9/6/2018	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Turner, Nicole	Approved	9/6/2018 - 10:54 AM
Utilities	Keyes, Pamela	Approved	9/6/2018 - 10:56 AM
Budget Services	Borman, Lori	Approved	9/6/2018 - 11:27 AM
Budget Services	Winton, Peter	Approved	9/6/2018 - 11:45 AM
County Attorney	Swindle, Amanda	Approved	9/6/2018 - 2:42 PM
County Manager	Meurer, Doug	Approved	9/10/2018 - 2:00 PM