

AGENDA ITEM REPORT

DATE: March 6, 2018
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Renew Annual Contracts for Portable Toilet Rental and Service Countywide

I. MOTION REQUESTED

A) Approve renewals of the annual contracts with Allied Portables, LLC (Primary Vendor), and Blu Site Solutions of SW Florida, Inc. (Secondary Vendor), under Informal Bid No. IFB140155, Portable Toilet Rental and Servicing, for an additional one year period, through May 31, 2019, for use on an as needed basis Countywide for portable toilet rental and servicing, as approved in the departments' annual adopted budget.

B) Authorize the Director of Procurement Management or designee to sign the renewal documents on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves renewals of the Countywide annual contracts with Allied Portables, LLC (Primary Vendor), and Blu Site Solutions of SW Florida, Inc. (Secondary Vendor) under Informal Bid No. IFB140155, Portable Toilet Rental and Servicing, for an additional one year period, through May 31, 2019, for portable toilet rental and servicing. Total expenditures for these services during Fiscal Year 2016-2017 were \$30,940.52.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On February 28, 2014, the Board of County Commissioners awarded Informal Bid No. IFB140155 to Marlin Environmental dba Hartigan Company/dba A-1 Septic Service (Primary Vendor), and Suncoast Portable Sanitation, Inc. (Secondary Vendor), for the purchase of portable toilet rental and servicing. Allied Portables, LLC purchased Marlin Environmental dba Hartigan Company/dba A-1 Septic Service on March 8, 2015 and assumed the performance responsibilities of the contract. Suncoast Portable Sanitation, Inc. changed its name to Blue Site Solutions of SW Florida, Inc. on June 25, 2015. The original term of the contract was for one year with an option to renew for four additional one-year periods. Board approval is requested because the contract expenditures total \$72,218.24 and renewal of these contracts may raise the total contract spending over \$100,000.

Total expenditures for these services Countywide during Fiscal Year 2016-2017 were \$30,940.52.

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.	Yes
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be as needed and as approved within the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
IFB140155 Blue Site Signed Renewal Letter 2018	2/16/2018	Backup Material
IFB140155 Allied Signed Renewal Letter	2/16/2018	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Khan, Diana	Approved	2/14/2018 - 8:08 AM
Budget Services	Henkel, Anne	Approved	2/15/2018 - 8:25 AM
County Attorney	Lira, Louis C.	Approved	2/19/2018 - 9:57 AM
County Manager	Brady, Christine	Approved	2/26/2018 - 8:59 AM