

**AGENDA ITEM REPORT**

DATE: December 6, 2022
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Award Contract for Professional Testing Services - Countywide

I. MOTION REQUESTED

A) Award Competitive Negotiation Request for Proposal No. CN220304DWJ, Professional Testing Services to HighSpans Engineering, Inc., Professional Service Industries, Inc., and Velocity Engineering Services, LLC for professional testing services for construction projects, on an as needed basis, for an initial term of one-year, as approved in the departments' annual adopted budget. 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 one-year terms, 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 renewals.

II. ITEM SUMMARY

Awards competitively solicited contracts for professional testing services for construction projects to HighSpans Engineering, Inc., Professional Service Industries, Inc., and Velocity Engineering Services, LLC for an initial term of one-year with the option to renew for three additional one-year terms. Total expenditures for these services during Fiscal Year 2020 – 2021 were approximately \$59,723.51.

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

Procurement Management obtained proposals for the project known as Competitive Negotiation Request for Proposal No. CN220304DWJ, Professional Testing Services. On the Proposal deadline of June 2, 2022, Procurement Management received five (5) proposals. At the first evaluation meeting on July 21, 2022, the Evaluation Committee requested all five (5) firms to return for presentations and a question-and-answer session. On August 17, 2022, at the second evaluation meeting, the Evaluation Committee provided a final ranking of the firms and recommendation to begin negotiations with the five (5) firms, ECS Florida, LLC, HighSpans Engineering, Inc., Professional Service Industries, Inc., GFA International, Inc. dba Universal Engineering Sciences, and Velocity Engineering Services, LLC. Negotiations with HighSpans Engineering, Inc., Professional Service Industries, Inc., and Velocity Engineering Services, LLC were successful and staff recommends awarding a contract for use on an as-needed basis for an initial one-year period as approved in the departments' annual adopted budget. The contract can be renewed up to three additional one-year periods, upon the agreement of both parties. Total expenditures for these services during Fiscal Year 2020 – 2021 were approximately \$59,723.51.

B) Policy IssuesC) BoCC GoalsD) AnalysisE) 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.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	

H)	Comments: Expenditures will be on an as-needed basis, as approved in the departments' annual adopted budgets.
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V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION**VII. FOLLOW UP****ATTACHMENTS:**

Description	Upload Date	Type
Professional Service Industries Contract	11/18/2022	Contract
Velocity Engineering Services, LLC Contract	11/18/2022	Contract
High Spans Engineering Inc. Contract	11/23/2022	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Rejected	11/23/2022 - 1:05 PM
Procurement Management	Ryan, Sandra	Approved	11/23/2022 - 1:23 PM
Procurement Management	Tucker, Mary	Approved	11/28/2022 - 11:14 AM
Budget Services	Henkel, Anne	Approved	11/28/2022 - 12:22 PM
Budget Services	Winton, Peter	Approved	11/28/2022 - 1:55 PM
County Attorney	Swindle, Amanda	Approved	11/28/2022 - 2:12 PM
County Manager	Winton, Peter	Approved	11/29/2022 - 10:31 AM