

AGENDA RECAP
MEETING DATE: August 6, 2019

ITEMS TO BE DEFERRED/CONTINUED

<u>Item #</u>	<u>Purpose</u>	<u>Requested by</u>
	Ceremonial Presentation - Postpone item from the agenda <i>1. Presentation of the Pet of the Month (Commissioner Pendergrass)</i>	County Manager

REVISIONS & CORRECTIONS

<u>Item #</u>	<u>Purpose</u>	<u>Requested by</u>
	Swearing-In of Ray Sandelli as District #3 Commissioner just prior to the meeting Pastor Jorge Acevedo of Grace Church, Cape Coral Campus, will be providing the Invocation for the BoCC Meeting	
16C	Move from Consent Agenda to Administrative Agenda - <i>Request Tourist Development Tax Funds for Cleanup of Red Drift Algae on Fort Myers Beach</i>	County Manager
25C	Award Contract for Disaster Food Catering Services Add to Motion: Authorize the County Manager or designee to initiate services under the contract by issuance of a Purchase Order, upon declaration of a State of Local Emergency by the Board of County Commissioners.	Procurement

AGENDA ITEMS TO BE PULLED FOR DISCUSSION

<u>Item #</u>		<u>Pulled by</u>
	No items submitted	

WALK ONS OR CARRY-OVERS

WO1	Authorize Suit Against MW Horticulture and Subject Property Owners Requiring Compliance With Regulations.
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COMMISSIONERS' ITEMS

Commissioner Manning

- Discuss Captiva Community Panel Funding Request for Iguana Control

Commissioner Pendergrass

- East Mulloch Water Control District Appointments:
 - Alan Freeman (3 year term)
 - Patrick Hayes (2 year term)
 - Gene Rison (1 year term)

COUNTY MANAGER/COUNTY ATTORNEY ITEMS



AGENDA ITEM REPORT

DATE: August 6, 2019
DEPARTMENT: Public Safety
REQUESTER: Lee Mayfield
TITLE: Award Contract for Disaster Food Catering Services

I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP190153RJD, Disaster Food Catering Services – FEMA, to Mattison's 41, LLC dba Mattison's Restaurant & Hospitality Consulting, to provide food catering services to Lee County Emergency Operations Center, staging areas, and/or shelters in the event of an emergency or natural disaster, on an as needed basis for an initial period of three years.
- 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 negotiate renewals of the contract, for up to three additional one-year periods, and to execute all associated documents, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.
- D. Authorize the County Manager to activate the contractor with a Notice to Proceed, upon declaration of a State of Local Emergency by the Board of County Commissioners.

II. ITEM SUMMARY

Awards a contract to Mattison's 41, LLC dba Mattison's Restaurant & Hospitality Consulting to provide disaster food catering services to Lee County Emergency Operations Center, staging areas, and/or shelters in the event of an emergency or natural disaster, on an as needed basis for an initial term of three years, and up to three additional one-year periods, and authorizes the County Manager to activate the contractor upon declaration of State of Local Emergency by the Board of County Commissioners. Funding levels will be determined based on storm severity and the level of services required at the time of an event. Funding will be transferred to appropriate accounts when required and is not included in the annual adopted budget.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Lee County is subject to natural disasters such as hurricanes, flooding, and other natural and man-made events. As part of the management of response and recovery efforts, certain prepositioned contracts are required to assist Lee County in the management, tracking, and if applicable federal (FEMA) or state reimbursement applications for funds associated with disaster response and recovery activities.

The Emergency Management Division under Lee County Public Safety submitted a request to Procurement Management to obtain proposals for the project known as RFP190153RJD Disaster Food Catering Services – FEMA. On the proposal deadline of April 30, 2019, the Procurement Management Department received two submissions.

The proposals were evaluated on May 21, 2019. After evaluation of the proposals submitted, it was the consensus of the Evaluation Committee to recommend both proposals for the second evaluation phase. The second phase was completed immediately following in which the pricing proposed by the vendors was opened. The Evaluation Committee recommended final award to Mattison's 41, LLC dba Mattison's Restaurant & Hospitality Consulting.

B) Policy Issues

Contract developed in compliance with FEMA procurement requirements.

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?	No
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?	Other:
H)	Comments: Funding will be transferred to appropriate accounts when required and is not included in the annual adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Proposal Opening Tabulation - RFP190153RJD.pdf	7/22/2019	Backup Material
Notice of Intended Decision - RFP190153RJD.pdf	7/22/2019	Backup Material
VENDOR EXECUTED - RFP190153RJD.PDF	7/22/2019	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Public Safety	Turner, Nicole	Approved	7/23/2019 - 8:04 PM
Public Safety	Mayfield, Lee	Approved	7/24/2019 - 10:03 AM
Budget Services	Henkel, Anne	Approved	7/24/2019 - 1:40 PM
Budget Services	Winton, Peter	Approved	7/26/2019 - 9:08 AM
County Attorney	Fraser, Andrea R.	Approved	7/26/2019 - 11:38 AM
County Manager	Brady, Christine	Approved	7/30/2019 - 2:02 PM