

AGENDA ITEM REPORT

DATE: June 3, 2025
DEPARTMENT: Procurement
REQUESTER: Mary Tucker
TITLE: Award Countywide Annual Contract for Miscellaneous Planning Services

I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP250074MWB, Miscellaneous Planning Service - Countywide to Bowman Consulting Group, LTD., Calvin Giordano & Associates, Inc., Johnson Engineering, LLC., Kimley-Horn and Associates, Inc., Morris-Depew Associates, Inc., RVI Planning + Landscape Architecture, Inc., for the Miscellaneous Planning Service, on an as-needed basis, for an initial term 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 renew the contracts, for up to two additional years, 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.

II. ITEM SUMMARY

Awards competitively bid contracts to six companies for annual miscellaneous planning services on an as-needed basis for an initial term of three years with an option to renew for up to two additional years. This contract will be used to perform planning services to develop project scopes, schedules, and deliverables for specific tasks for individual projects on an as-needed basis as approved in the departments' annual adopted budgets. This is a new countywide annual contract and a previous annual spend has not been established. This contract will not include professional services as defined under Florida Statute 287.055, Florida Consultants' Competitive Negotiation Act. Individual projects in excess of \$100,000.00 will be presented to the Board for approval.

The companies awarded contracts are as follows:

- Bowman Consulting Group, LTD.
- Calvin, Giordano & Associates, Inc.
- Johnson Engineering, LLC.
- Kimley-Horn and Associates, Inc.
- Morris-Depew Associates, Inc.
- RVI Planning + Landscape Architecture, Inc.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Procurement Management obtained proposals for the project known as Request for Proposal No. RFP250074MWB Miscellaneous Planning Service – Countywide. On the solicitation deadline of February 13, 2025, Procurement Management received eight submittals.

An evaluation meeting was held on March 3, 2025, during which the Evaluation Committee considered criterion as listed in the solicitation request including such items as: qualifications of company, company relevant experience & reference, plan of approach, personnel and pricing. Based on the information submitted by the proposers, the Committee reached a consensus to recommend the award of a contract to seven firms for use on an as-needed basis for an initial three year period as approved in the departments' annual adopted budgets.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	Yes
Fund:	Various department funds.
Comments:	Expenditures will be on an as-needed basis, as approved in departments' annual adopted budgets.

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Discretionary
Will this item impact future budgets? N/A
Program: N/A
Project: N/A
Account Strings: N/A
Fund Type? N/A

V. RECOMMENDATION

Approve

ATTACHMENTS:

Proposed Bowman Consulting Agreement OCR, Proposed Calvin Giordano Agreement OCR, Proposed Johnson Engineering Agreement OCR, Proposed Kimley Horn Agreement OCR, Proposed Morris Depew Agreement OCR, Proposed RVI Agreement OCR

REVIEWERS:

Angela Lamontagne, Procurement
Mary Tucker, Procurement
Anne Henkel, Budget Services
Robert Holborn, County Attorney
Peter Winton, County Manager

Created/Initiated - 5/21/2025
Approved - 5/22/2025
Approved - 5/22/2025
Approved - 5/23/2025
Final Approval - 5/23/2025