

**AGENDA ITEM REPORT**

DATE: February 20, 2024
DEPARTMENT: Solid Waste
REQUESTER: Douglass Whitehead
TITLE: Award Contract for Utilities Environmental Consulting Services

I. MOTION REQUESTED

- A) Award Competitive Negotiation Request for Proposal No. CN230440DWJ, Utilities Environmental Consulting Services Annual to Jones, Edmunds & Associates, Inc. for professional environmental consultant services for solid wastewater quality monitoring and reporting services, on an as-needed basis, for an initial term of three (3) years, 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 contract, for up to an additional three (3) 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, and there are no cost increases associated with the renewal(s).

II. ITEM SUMMARY

Awards a competitively solicited contract to Jones Edmunds & Associates, Inc to provide professional water quality monitoring and reporting services at the Lee/Hendry County Regional Solid Waste Disposal Facility, Resource Recovery Facility, Construction & Demolition Debris Recycling Facility and the Hendry County Transfer Stations. The initial term is for three years with the option to renew for three additional one-year periods, as approved in the department's annual adopted budget. The estimated annual expenditures range from \$150,000-\$225,000 and are necessary due to regulatory requirements; each year the department will request a supplemental task authorization through the Board. Prior year spend was \$216,308.

III. BACKGROUND AND IMPLICATIONS OF ACTION**A) Board Action and Other History**

The monitoring programs are required to meet Florida Department of Environmental Protection (FDEP), Florida Department of Health (FDOH) and South Florida Water Management District (SFWMD) Operating Permits and Land Use Agreements. The results of the monitoring are submitted to the appropriate agency as required by the Permits.

On March 5, 2019, the Board approved award of Solicitation No. CN180452DLK for Utility Environmental Consulting Services, to Jones Edmunds & Associates, Inc. for a period of two years, to provide professional water quality monitoring and reporting services, as approved in the departments' annual adopted budgets.

On May 16, 2023, the Board approved the final Supplemental Task Authorization No. 5, as the final STA under the previous solicitation and awarded contract. The cost was in a total amount not to exceed \$216,308.50.

The Solid Waste Department submitted a request to Procurement Management to obtain proposals for professional water quality monitoring and reporting services on an annual basis. Procurement Management advertised CN180452DLK, Annual - Utility Environmental Consulting Services. On the proposal deadline of August 28, 2023, Procurement Management received five proposals. The Competitive Negotiation Committee meeting was held September 26, 2023, during which the Evaluation Committee considered criterion listed in the solicitation: Experience of Firm, Key Personnel, and General Approach. Three firms were short-listed. Presentations were conducted on October 24, 2023. The final evaluation meeting was held after the scheduled presentations. The Evaluation Committee recommends awarding the contract to Jones, Edmunds & Associates, Inc.

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: 40100 Program: Solid Waste Project: N/A Account Strings: OB5340840100.503140.392, OB5341040100.503140.392	
G)	Fund Type?	Enterprise
H)	Comments: The estimated annual expenditures range from \$150,000-\$225,000.	

V. RECOMMENDATION

Approve

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

Description	Upload Date	Type
Action by Consent	12/13/2023	Backup Material
Professional Services Agreement	12/13/2023	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Solid Waste	Tucker, Mary	Approved	2/9/2024 - 9:19 AM
Solid Waste	Whitehead, Douglass	Approved	2/9/2024 - 1:00 PM
Budget Services	Guttery, Angela	Approved	2/9/2024 - 1:37 PM
Budget Services	Winton, Peter	Approved	2/12/2024 - 10:08 AM
County Attorney	Swindle, Amanda	Approved	2/12/2024 - 11:20 AM
County Manager	Brady, Christine	Approved	2/12/2024 - 11:41 AM