

**Lee County Board Of County Commissioners  
Agenda Item Summary**

Blue Sheet No. 20030775

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Concur with the ranking of Consultants by the Competitive Negotiations Committee for CN-03-10 LEE COUNTY UTILITIES WATER AND SEWER ENGINEER OF RECORD, in the following order of ranking, authorize contract negotiations to commence with the number one ranked firm: (1)Malcolm Pirnie; (2) TKW Consulting Engineers, Inc.; and (3) Hartman & Associates, Inc.

**WHY ACTION IS NECESSARY:** Board approval required.

**WHAT ACTION ACCOMPLISHES:** This project involves the Consultant providing professional engineering services for physical inspection of facilities, review operations for conformance to regulations, review insurance requirements, and evaluate rate and charges with Bond Covenants as necessary to prepare an annual report with evaluation and recommendations for the Lee County Utilities Water and Sewer Engineer of Record.

**2. DEPARTMENTAL CATEGORY:**

10. Utilities

*CIDF*

**3. MEETING DATE:**

*07-08-2003*

**4. AGENDA:**

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:**  
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE *AC-4-4*
- OTHER

**6. REQUESTOR OF INFORMATION:**

- A. COMMISSIONER \_\_\_\_\_
- B. DEPARTMENT \_\_\_\_\_
- C. DIVISION *Utilities*
- BY: *Rick Diaz, Director*

*[Handwritten Signature]*  
*6/26/03*

**7. BACKGROUND:**

Letters of Interest were solicited on behalf of the Board of County Commissioners for professional services for the Lee County Utilities Water and Sewer Engineer of Record.

The deadline for receipt of Letters was June 11, 2003. A total of five (5) Letters of Interest were received by the established deadline. All (5) Letters of Interest were considered at the Competitive Negotiations Committee meeting held on June 16, 2003. The Competitive Negotiations Committee consisted of the following staff members and invited participants: Staff- Jim Lavender, Public Works Director as Chairman; Rick Diaz, Utilities Director, and Mike Crumpton, Utilities, Project Manager; Invited Participant- Scott Coovert, Legal Advisor. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of the Committee to invite the following three (3) firms for telephone interviews: Malcolm Pirnie; Hartman & Associates, Inc., and TKW Consulting Engineers, Inc.

On the basis of the information submitted by the firms in their Letters of Interest and after conducting telephone interviews on June 23, 2003, with the "short list" firms, the Committee agreed to recommend to the Board the following order of ranking of Consultants: (1) Malcolm Pirnie; (2) TKW Consulting Engineers, Inc.; and (3) Hartman & Associates.

The negotiated agreement will be brought to the Board for their approval.

Attachment: Committee Overall Ranking Sheet

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
					OA	OM	Risk	GC	
<i>[Signature]</i> 6-25-03	<i>[Signature]</i> 6/25	N/A		<i>[Signature]</i> 6/26/03	<i>[Signature]</i> 6/26/03	<i>[Signature]</i> 6/26/03	<i>[Signature]</i> 6/26/03	<i>[Signature]</i> 6-25-03	

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
Date: *6/26/03*  
Time: *2:45 pm*  
Forwarded To:  
*City Admin*  
*6-26-03 3:15*

RECEIVED  
6/26/03  
4pm  
*[Signature]*  
6/26/03  
4:40pm

**COMPETITIVE NEGOTIATIONS COMMITTEE  
OVERALL RANKING SHEET  
TELEPHONE INTERVIEWS  
FOR  
CN-03-10 LEE COUNTY UTILITIES WATER & SEWER ENGINEER OF RECORD  
Monday, June 23, 2003  
1:30 p.m.**

<b>COMPANY NAME</b>	<b>NUMBER RANKED</b>
MALCOLM PIRNIE	<u>1</u>
HARTMAN & ASSOCIATES, IN.	<u>3</u>
TKW CONSULTING ENGINEERS, INC.	<u>2</u>

**COMMITTEE MEMBER  
(PROJECT MGR) SIGNATURE:** 