

Lee County Board Of County Commissioners
Agenda Item Summary

Blue Sheet No. 20030776

1. REQUESTED MOTION:

ACTION REQUESTED: Concur with the selection of Consultants by the Competitive Negotiations Committee for CN-03-11 REAL ESTATE APPRAISAL SERVICES, and authorize staff to negotiate hourly rates and independent costs with the following twelve (12) selected firms: American Acquisition Group, Inc.; Boyd, Schmidt & Brannum; Diversified Appraisal, Inc.; Carlson, Norris and Associates, Inc.; Clayton, Roper & Marshall, Inc.; Coastal Engineering Consultants, Inc.; Corson & Associates Incorporated; Integra Hanson Consulting, Inc. DBA Integra Realty Resources-Southwest Florida; Jamir & Associates, Inc.; P.A.R.A.R.A.; Stewart & Company, Inc.; and W. Michael Maxwell & Associates, Inc. for a contract period of two (2) years with the option of renewal for two (2) additional 12-month periods. Also, authorize Chairman on behalf of the Board to execute the agreements upon final negotiations.

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: Provides the County with several consultants on contract that can provide any and all real estate appraisal services for Rights-of-Way, Commercial Properties, Residential Properties, Environmentally Sensitive Land and Vacant Land/Acreage.

2. DEPARTMENTAL CATEGORY:

06 Independent

COMMISSION DISTRICT #:

C6E

3. MEETING DATE:

08-05-2003

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 County Lands
- BY: Karen Forsyth, Director *KF*

7. BACKGROUND:

Letters of Interest were solicited on behalf of the Board of County Commissioners for Real Estate Appraisal Services. The deadline for receipt of the Letters of Interest was June 12, 2003. A total of twelve (12) Letters of Interest were considered at the Competitive Negotiations Committee meeting held on June 24, 2003. The Competitive Negotiations Committee consisted of the following staff members: Holly Schwartz, Assistant County Manager, as Chairperson; Karen Forsyth, County Lands Director; and Robert Clemens, County Lands Project Manager. Based on the information submitted by the Consultants in their Letters of Interest, it was the consensus of the Committee to select all the firms for a period of two (2) years with the option of renewal for two (2) additional 12-month periods.

Per Section 6 of the Contracts Manual for annual type master contracts the Board can concur with the selection of consultants and authorize staff to negotiate hourly rates and independent cost within the same blue sheet request. This will eliminate the need for an additional blue sheet requesting Board approval of agreements.

Because of the large amount and variety of real estate appraisal services expected to be needed due to many project requiring various appraisal services during the same period of time, the Committee agreed that the County's interests will be served best by developing Real Estate Appraisal Services with several appraisal firms. Accordingly, the Committee recommends that the Board of County Commissioners authorize the Committee to negotiate two (2) year contracts with the twelve (12) firms to provide Real Estate Appraisal Services on a project-by-project basis with work assignments confirmed, authorized and accounted for by the issuance of Supplemental Task Authorizations.

Funds will be available within specific project budgets.

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services Risk	G County Manager
<i>K Forsyth</i>	<i>[Signature]</i>	N/A		<i>[Signature]</i>	<i>OM 7/2/03</i>	<i>[Signature] 7-2-03</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *7/1/03*
Time: *2:58*
Forwarded To:
City Adm 7-1-03

RECEIVED BY
COUNTY ADMIN. *[Signature]*
7-1-03
4:40 pm
FORWARDED TO: *DPR*
7/2/03
12:30 PM

**COMPETITIVE NEGOTIATIONS COMMITTEE
OVERALL RANKING SHEET
FOR
CN-03-11 REAL ESTATE APPRAISAL SERVICES
Tuesday, June 24, 2003
2:30 p.m.**

COMPANY NAME	NUMBER RANKED
American Acquisition Group	/
Boyd, Schimdt & Brannum	/
Diversified Appraisal, Inc.	/
Carlson, Norris, and Associates Inc.	/
Clayton, Roper & Marshall, Inc.	/
Coastal Engineering Consultants, Inc.	/
Corson & Associates Incorporated	/
Integra Hanson Consulting, Inc. DBA Integra Realty Resources-Southwest Florida	/
Jamir & Associates, Inc.	/
P.A.R.A.R.A.	/
Stewart & Company, Inc.	/
W. Michael Maxwell & Associates, Inc.	/

COMMITTEE MEMBER

(PROJECT MGR) SIGNATURE: *Robert Clemens 6.24.03*

Recommend all for contract.