

Legislation Text

File #: BILL NO. 16-224, **Version:** 1

AN ORDINANCE APPROVING AWARD OF RFQ 2017-302 TO ANDERSON SURVEY COMPANY, INC. AND TO POWELL AND ASSOCIATES, LLC FOR ON-CALL YEARLY PROFESSIONAL LAND SURVEYING SERVICES. A ONE-YEAR CONTRACT WITH TWO POSSIBLE ONE-YEAR RENEWAL OPTIONS. (PWC 10-10-16)

Issue/Request:

AN ORDINANCE APPROVING AWARD OF RFQ 2017-302 TO ANDERSON SURVEY COMPANY, INC. AND TO POWELL AND ASSOCIATES, LLC FOR ON-CALL YEARLY PROFESSIONAL LAND SURVEYING SERVICES. A ONE-YEAR CONTRACT WITH TWO POSSIBLE ONE-YEAR RENEWAL OPTIONS

Key Issues:

- City uses on-call surveying services to support several departments
- The term of the contract is for one year, with the potential for two one-year renewals, based upon performance
- Work for this contract is funded by specific projects or programs approved by Council in the City's annual budget
- Project Managers must identify scope and project specific funding to request services
- Two firms were selected, the City will execute a separate contract with each firm

Proposed City Council Motion:

FIRST MOTION: I move for a second reading of AN ORDINANCE APPROVING AWARD OF RFQ 2017-302 TO ANDERSON SURVEY COMPANY, INC. AND TO POWELL AND ASSOCIATES, LLC FOR ON-CALL YEARLY PROFESSIONAL LAND SURVEYING SERVICES. A ONE-YEAR CONTRACT WITH TWO POSSIBLE ONE-YEAR RENEWAL OPTIONS

SECOND MOTION: I move for adoption of AN ORDINANCE APPROVING AWARD OF RFQ 2017-302 TO ANDERSON SURVEY COMPANY, INC. AND TO POWELL AND ASSOCIATES, LLC FOR ON-CALL YEARLY PROFESSIONAL LAND SURVEYING SERVICES. A ONE-YEAR CONTRACT WITH TWO POSSIBLE ONE-YEAR RENEWAL OPTIONS

Background:

Several departments within the City require land surveying services for a variety of reasons. The typical users are Public Works, Parks and Recreation, Administration and the City Architect. The services needed include detailed topographic survey data to prepare in-house engineering design plans, performing boundary surveys, construction staking, emergency services for infrastructure repairs, surveying utility locations, prepare legal descriptions and exhibits for property, right of way and easements, and many other miscellaneous services.

Staff selected two surveying companies based on their qualifications to increase the flexibility, responsiveness

and expertise of the resources available to the City. The firms selected will provide a wide range of services that include construction support, advanced surveying technology in support of design, and extensive local historical records for boundary and legal survey issues.

Specific funding for the surveying services is not allocated in an on-call account. The funding is sourced from specific projects or programs where the work is performed in-house. The budgets for each program or project include money for land surveying, which is approved by Council as part of the annual budget process.

The Public Works Department issued RFQ 2017-302 on July 26, 2016. The RFQ was advertised in the City website and www.PublicPurchase.com <<http://www.PublicPurchase.com>>. 88 possible firms were notified by Public Purchase along with six (6) firms notified by email, and the RRQ was published on the City's website for public viewing. All submittals were evaluated by a five (5) member City Staff evaluation team from Public Works, Parks & Recreation and Central Building Services Departments. The evaluation team selected the top ranking firms to negotiate contracts for professional services.

Impact/Analysis:

- If not approved, Staff will be unable to perform activities that need survey services
- The use of two firms will greatly expand the responsiveness of services
- There is no additional fiscal impact; funding will be provided by specific projects or programs authorized by the annually approved City Budget

Timeline:

Start: November 11, 2016

Finish: 1 to 3 years, depending on renewal options

Other Information/Unique Characteristics:

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Presenter: George Binger, Deputy Director of Public Works / City Engineer

Recommendation: Staff recommends approval.

Committee Recommendation: The Public Works Committee voted unanimously 4-0 to recommend to City Council approval of AN ORDINANCE APPROVING AWARD OF RFQ 2017-302 TO ANDERSON SURVEY COMPANY, INC. AND TO POWELL AND ASSOCIATES, LLC FOR ON-CALL YEARLY PROFESSIONAL LAND SURVEYING SERVICES. A ONE-YEAR CONTRACT WITH TWO POSSIBLE ONE-YEAR RENEWAL OPTIONS