



Legislation Text

File #: 16-0693, **Version:** 1

TO: Honorable Mayor & Members of the North Port Commission

FROM: Jonathan R. Lewis, ICMA-CM, City Manager

TITLE: Approval of Agreement No. 2016-32 Professional Surveying Services, a continuing services contract with Van Buskirk/Fish & Associates, Inc.

Recommended Action

Approve Agreement No. 2016-32 Professional Surveying Services, a continuing services contract with Van Buskirk/Fish & Associates, Inc. and authorize the City Manager to approval future renewals of agreement.

Background Information

The City has a need for regular surveying services to conduct land grading, pipes, land acquisition, small building construction, road work, utility work, and to be utilized by various City departments. To procure these services, the City advertised Request for Proposals (RFP) 2016-32 Professional Surveying Services. The City received responses from DMK Associates, Inc., Hyatt Surveying Services, Inc. and Van Buskirk/Fish & Associates, Inc. The three firms were evaluated and ranked by a selection committee, and Van Buskirk/Fish & Associates, Inc. was chosen as the top ranked firm.

Florida Statute §287.055(2)(g) defines a continuing contract as a contract whereby a firm provides professional services to an agency for construction projects with an estimated construction cost of less than \$2 million per assignment, study activities for contract amounts less than \$200,000 per assignment, or for work of a specified nature as outlined in the contract required by the agency. Per statute, firms providing services under continuing contracts shall not be required to bid against one another. The City Manager shall approve work assignments per the terms of Agreement No. 2016-32. All work assignments \$100,000 or over will be approved by Commission.

The standard continuing contract format used for Agreement No. 2016-32 has been reviewed by the City Attorney.

Strategic Plan

Maintained /Upgraded/Expanded City Infrastructure
Financially Responsible City Providing Quality Municipal Services

Financial Impact

This contract may be used for other City Departments as needed, but will primarily be used by Road and Drainage, account 107-5000-541.31-11.

Procurement

Van Buskirk/Fish & Associates, Inc.
12450 South Tamiami Trail, Unit D
North Port, FL 34287
(941) 426-0681

Attachments:

1. Agreement No. 2016-32
2. RFP 2016-32 Notice of Intent
3. RFP 2016-32 Approval of Negotiations Memo
4. RFP 2016-32 Van Buskirk/Fish & Associates, Inc. Letter of Interest and Qualifications
5. RFP 2016-32 Bid Document with Addenda
6. Florida Division of Corporations Document

Prepared by: Valerie M Raney

Department Director: Juliana B. Bellia