

Summary of Proposed Award On-Call Surveying Services – 2015-2016

Presented to: Planning &
Development Committee

March 3, 2015

On-Call Surveying Services

- Perform project surveying services to augment GCRTA in-house personnel
- Work is by Task Order assignment
- Total Task Orders not to exceed \$200,000.
 - Task Value Average Approximately \$25,000.
 - Eight to ten tasks typical
 - Contract term 24 months from first task NTP.

On-Call Surveying Services

- Scope of Services:
 - Assignments where rapid turnaround is required.
 - Work to support property acquisition.
 - Where complex boundary research is required.
 - Expediting project design.
 - Checking project construction.

On-Call Surveying Services Procurement Overview

- RFP issued December 22, 2014
- Accessed on the GCRTA web site by twelve (12) interested parties
- Five (5) firms proposed
- Four (4) firms were interviewed

On-Call Surveying Services

- Evaluation Panel Members:
 - Engineering
 - Office of Management and Budget
 - Procurement
 - Office of Business Development

On-Call Surveying Services

- Evaluation Criteria:

- Project Manager
- Assigned Staff
- Past Performance
- Project Approach
- Location of Majority of Work
- DBE Participation

On-Call Surveying Services

- Recommended Vendor:
 - KS Associates, Inc.
 - 15% DBE Goal will be met by utilizing:
 - Denise's Flagging & Construction Services, Inc

On-Call Surveying Services

- Firm Experience:
 - KS Associates, Inc. has successfully completed projects for the Greater Cleveland RTA, Norfolk Southern Railroad, Northeast Ohio Regional Sewer District, ODOT, Cleveland-Cuyahoga County Port Authority among others
 - Over twenty-eight years experience
 - Experienced/qualified staff

On-Call Surveying Services

- Recommendation:
 - Staff requests that the Planning & Development Committee recommend award to KS Associates, Inc. for surveying services for On-Call Surveying Services – Phase 4. The base contract is not to exceed \$200,000.00 over a 24 month period.