

RESOLUTION NO. 2018-17

AUTHORIZING CONTRACT NO. 2017-157 WITH KS ASSOCIATES, INC. FOR PROJECT 17.60 – ON-CALL SURVEYING SERVICES PHASE 5 IN AN AMOUNT NOT TO EXCEED \$250,000.00 FOR A PERIOD OF 36 MONTHS (RTA CAPITAL AND/OR RTA DEVELOPMENT FUNDS, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, The Authority requires surveying services for determining land areas, monumenting of property boundaries, platting and layout of lands and sub-divisions thereof, including topography, utilities, alignment of grades of streets, buildings, transit rails, transit crossings, the preparation of maps, record plats, field note records, property descriptions, and legal descriptions; deed research; title searches; and ALTA surveys, and

WHEREAS, the proposal of KS Associates, Inc., with an office located at 600 Superior Avenue East, Suite 1300, Cleveland, Ohio 44114, to perform said services, was received on January 8, 2018 in response to a competitive solicitation; and

WHEREAS, KS Associates, Inc. has agreed to perform the required services for the negotiated labor rates in an amount not to exceed \$250,000.00 for a period of 36 months; and

WHEREAS, the CEO, General Manager/Secretary-Treasurer deems the offer of KS Associates, Inc. to be the most advantageous to the Authority, finds the negotiated hourly rates to be fair and reasonable for said services, and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the negotiated offer of KS Associates, Inc. to provide various task order services under Project 17.60 – On-Call Surveying Services, be and the same is hereby accepted.

Section 2. That the CEO, General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with KS Associates, Inc. for the performance of said services.

Section 3. That said contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget, including but not limited to 100% local funds and FTA grants to be determined, in an amount not to exceed \$250,000.00 for a period of 36 months.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon future funding, compliance by the contractor to the Specifications and Addenda, thereto, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2015-076; bonding and insurance requirements; and all applicable laws relating to the contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that KS Associates, Inc. will attempt to exceed the 8% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: February 20, 2018



President

Attest: 

CEO, General Manager/Secretary-Treasurer

TITLE/DESCRIPTION: CONTRACT: PROJECT 17.60 - ON-CALL SURVEYING SERVICES – PHASE 5 VENDOR: KS ASSOCIATES, INC AMOUNT: \$250,000 FOR 36 MONTH PERIOD	Resolution No.: 2018-17
	Date: February 15, 2018
	Initiator: Engineering & Project Development
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for On-Call Surveying Services for a period of 36 months.

- 2.0 **DESCRIPTION/JUSTIFICATION:** This project is to obtain professional consultant(s) to complete the determination of land areas, monumenting of property boundaries, platting and layout of lands and subdivision thereof, including the topography, utilities, the alignment and grades of streets, buildings, other property improvements and features, topography cross sections, transit rails, transit crossings, the preparation of maps, record plats, field note records and property descriptions representing such surveys on an as-needed basis for several potential tasks.

 In addition, this project will include assisting the GCRTA Property Manager with the sale and purchase of properties by performing land surveys, providing legal descriptions, setting monuments, deed research, title searches, plats of properties and ALTA surveys.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposal (“RFP”) was posted on the GCRTA Procurement web site and advertised in the local newspapers. These services were solicited through a competitive negotiated procurement, utilizing the Brooks Act procedures. Under this process, the Authority’s evaluation panel first selects the most technically qualified firm, solicits a pricing proposal from that firm, and negotiates only with that firm. Should the Authority determine that an agreement could not be reached with the most qualified firm, it may reject that proposal and repeat the process with the next most qualified firm. In this instance, negotiations were held with the first ranked firm and an acceptable price was reached.

 KS Associates, Inc. has successfully completed projects for the Greater Cleveland RTA, Cleveland Metroparks, Northeast Ohio Regional Sewer District, Cleveland Hopkins International Airport, and the Ohio Department of Transportation, among others. The Procurement Department performed a cost analysis and determined the proposed pricing to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. An 8% DBE participation goal was established for this procurement. KS Associates, Inc. has committed to meeting the DBE goal through the utilization of the following firms: National Engineering & Architectural Services, Inc. (Asian male-owned) in the amount of \$12,500.00, and Denise’s Flagging and Construction Services, Inc. (African American female-owned) in the amount of \$7,500.00 for total DBE participation of \$20,000.00 or 8%.

- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: This contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget, including but not limited to 100% local funds and FTA grants to be determined, in an amount not to exceed \$250,000.00 for a period of 36 months. This is the budgeted amount for this project.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will impact the Authority's ability to complete several potential tasks as well as the sale and purchase of property.
- 8.0 RECOMMENDATION: This procurement was discussed at the February 6, 2018 Operational Planning and Infrastructure Committee meeting. It is recommended that the offer of KS Associates, Inc. be accepted and the resolution passed authorizing the CEO, General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer