

RESOLUTION NO. 2021-60

AUTHORIZING CONTRACT NO. 2021-056 WITH KS ASSOCIATES, INC. FOR PROJECT 19.07 – ON-CALL SURVEYING SERVICES – PHASE 6 IN AN AMOUNT NOT TO EXCEED \$250,000.00 FOR A PERIOD OF 36 MONTHS (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, The Authority requires on-call 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 and property descriptions, 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 May 19, 2021 in response to a competitive solicitation; and

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

WHEREAS, the General Manager, Chief Executive Officer deems the offer of KS Associates, Inc. to be the most advantageous to the Authority, 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 19.07 – On-Call Surveying Services – Phase 6 be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and 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 Development Fund, Engineering & Project Development Department budget including but not limited to 100% Local funds and FTA Capital 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, if any; the Affirmative Action Plan adopted by the Board of Trustees; bonding and insurance requirements and all applicable laws relating to 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 7% minimum DBE goal assigned to this procurement.

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

Adopted: June 29, 2021



President

Attest: 

Secretary-Treasurer



<p>TITLE/DESCRIPTION: CONTRACT: PROJECT 19.07 ON-CALL SURVEYING SERVICES – PHASE 6</p> <p>VENDOR: KS ASSOCIATES, INC.</p> <p>AMOUNT: NTE \$250,000.00 FOR A 36 MONTH PERIOD</p>	<p>Resolution No.: 2021-60</p> <p>Date: June 24, 2021</p> <p>Initiator: Engineering & Project Development</p>
<p>ACTION REQUEST:</p> <p><input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____</p>	

- 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 resolution will allow the Authority to retain consultant professional services 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 Proposals (“RFP”) was posted on the GCRTA Procurement web site and advertised in the local newspapers. Seventeen interested parties, including potential subcontractors, downloaded the solicitation package. These services were solicited through a competitive negotiated procurement, utilizing the Brooks Act Procedures. Under this process, the Authority’s evaluation panel selects the most technically qualified firm, solicits a pricing proposal from that firm, and negotiates price only with that firm. Should the Authority determine that an agreement cannot 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 KS Associates, Inc., the first ranked firm, and an acceptable price was reached.

KS Associates, Inc. has successfully completed the On-Call Surveying project in the past. 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. A 7% DBE goal was established for this procurement. KS Associates, Inc. has committed to achieving the DBE participation goal through the utilization of National Engineering & Architectural Service, (Subcontinent Asian-owned) in the amount of \$10,000.00 and Denise’s Flagging & Construction Services, (African American female-owned) in the amount of \$12,500.00 for a total of \$22,500.00 or 9%.

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

- 6.0 **ECONOMIC IMPACT:** This contract shall be payable from the RTA Development Fund, Engineering & Project Development Department budget including but not limited to 100% Local funds and FTA Capital 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 would leave the Authority without the technical expertise of a professional surveying firm and would create undue hardship on GCRTA's Engineering Department due to its existing workload.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees Operational Planning and Infrastructure Committee at the June 15, 2021 meeting. It is recommended that the offer from KS Associates, Inc. be accepted and the resolution passed authorizing the General Manager, Chief Executive Officer 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.



General Manager, Chief Executive Officer