

RESOLUTION NO. 2025-7

AUTHORIZING CONTRACT NO. 2024-159 WITH KS ASSOCIATES, INC. FOR PROJECT 20.26 – ON-CALL SURVEYING SERVICES – PHASE 7 IN AN AMOUNT NOT TO EXCEED \$250,000.00 FOR A PERIOD OF 36 MONTHS (RTA CAPITAL AND/OR RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority (“Authority”) requires on-call surveying services for determining land areas, monument placement for property boundaries, platting and layout of lands, and the preparation of maps, record plats, field note records and property descriptions, legal descriptions, deed research, title searches, and American Land Title Association surveys; and

WHEREAS, the proposal from KS Associates, Inc., with an office located at 600 Superior Avenue East, Suite 1300, Cleveland, Ohio 44114, to perform said services was received on November 6, 2024 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 from 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 from KS Associates, Inc. to provide services under Project 20.26 – On-Call Surveying Services – Phase 7 be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to enter into a contract with KS Associates, Inc. for the performance of said services.

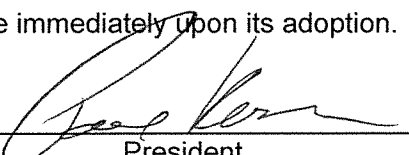
Section 3. This contract shall be payable from the RTA Capital and/or RTA Development Funds, Engineering & Project Development Department budget including but not limited to 100% local funds and FTA Capital Grants to be determined, in an amount not to exceed \$250,000.00 for a period of 36 months.


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 KS Associates, Inc. will attempt to exceed the 3% minimum DBE goal assigned to this procurement.

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

Adopted: January 21, 2025

  
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President

Attest:   
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Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> PROJECT 20.26 – ON-CALL SURVEYING SERVICES – PHASE 7  <b>VENDOR:</b> KS ASSOCIATES, INC.  <b>AMOUNT:</b> NOT TO EXCEED \$250,000.00 FOR A PERIOD OF 36 MONTHS	<b>Resolution No.:</b> 2025-7
	<b>Date:</b> January 16, 2025
	<b>Initiator:</b> Engineering & Project Development Department
<b>ACTION REQUEST:</b> <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 Greater Cleveland Regional Transit Authority (“Authority”) to enter into a contract for Project 20.26 – On-Call Surveying Services – Phase 7 for a period of thirty-six (36) months.

2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has the need to obtain on-call professional services such as determining land areas, monument placement for property boundaries, platting and layout of lands, and the preparation of maps, record plats, field note records and property descriptions, legal descriptions, deed research, title searches, and American Land Title Association (“ALTA”) surveys.

In addition, this project will include assisting the Authority’s Property Manager with the sale and purchase of properties by performing such tasks as: land surveys, providing legal descriptions, setting monuments, deed research, title searches, plating of property, and ALTA surveys.

3.0 **PROCUREMENT BACKGROUND:** The Request for Proposals was posted on the Authority’s Procurement website and advertised in the local newspapers. Seven (7) interested parties, including potential subcontractors, downloaded the solicitation package. 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 price 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 KS Associates, Inc., the first-ranked firm, and an acceptable price was reached.

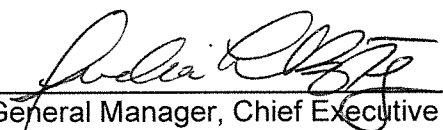
KS Associates, Inc. has successfully completed the On-Call Surveying services for the Authority in the past. The Procurement Department performed a cost analysis and determined the proposed pricing to be fair and reasonable to the Authority.

4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 3% DBE goal was established for this procurement. KS Associates, Inc. has committed to achieving the DBE goal through the utilization of 2LMN, Inc. (Subcontinent 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 a total 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 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 for the Authority's Engineering Department due to its existing workload.
- 8.0 RECOMMENDATION: This procurement was discussed by the Board of Trustees at the January 7, 2025 Operational Planning & Infrastructure Committee meeting. It is recommended that the offer from KS Associates, Inc. be accepted and the resolution adopted 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.

  
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General Manager, Chief Executive Officer