

City of Palm Coast, Florida Agenda Item

Agenda Date: November 7, 2023

Department	COMMUNITY DEVELOPMENT	Amount	
Division	PLANNING	Account #	
Subject: RESOLUTION 2023-XX APPROVING MULTIPLE MASTER SERVICES AGREEMENTS FOR CITYWIDE SURVEYING AND MAPPING SERVICES			
Presenter: Virginia Smith, Land Management Administrator			
Attachments:			
<ol style="list-style-type: none"> 1. Resolution 2. Notice of Intent to Award 3. Project Bid Overview 4. Draft Contracts 			
Background:			
<p>The Planning Division is responsible for land surveys for citywide projects and second party survey plat reviews for development throughout the City of Palm Coast.</p> <p>To help improve the City’s development review performance measures and to provide additional surveying professional resources, the City advertised RFSQ-ED-23-52 Citywide Surveying and Mapping in accordance with the City’s Purchasing Policy. The Notice of Intent to Award and Project Bid Overview are attached. The City received eight responsive and responsible bids.</p> <p>Staff recommends City Council approve a Master Services Agreement with all eight bidders for the Citywide surveying and mapping services. Having multiple agreements will assist with producing timely surveys and second party survey plat reviews for all land projects. The length of the Master Services Agreements term will be two years and allows for one (1) annual renewal. The eight bidders are as follows: CPH, Inc., England-Thims & Miller, Inc., GAI Consultants, Alliant Engineering, Inc., Kuhar Surveying & Mapping LLC, Pickett and Associates LLC, and Stephenson Wilcox Associates.</p> <p>City staff will obtain these services on an as-needed basis using budgeted funds appropriated by City Council for land projects and second party survey plat reviews for development. The Fiscal Year 2024 Budget includes funds within the departments for these services.</p>			
Recommended Action:			
ADOPT RESOLUTION 2023-XX APPROVING MULTIPLE MASTER SERVICES AGREEMENTS FOR CITYWIDE SURVEYING AND MAPPING SERVICES			