



## Legislation Text

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**File #:** 18-0964, **Version:** 1

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Resolution to Authorize Professional Services Agreements with West Erie Realty Solutions Ltd. (\$175,000.00) and Land Matters LLC (\$175,000.00) for Easement and Right of Way Acquisition Services

Attached for your approval is a resolution authorizing entry into Professional Services Agreements with West Erie Realty Solutions Ltd. (\$175,000.00) and Land Matters LLC (\$175,000.00) for Easement and Right-of-Way Acquisition Services.

Public Services regularly needs to acquire easements or rights-of-way to complete capital improvement projects and for existing infrastructure for which rights are not clearly documented. Acquisition of such rights often sits on the critical path for moving projects from design to bid. Due to Public Services' workload, the specialized nature of these acquisitions, and the aforementioned time pressures, retaining firms specialized in such work is the most efficient way to fulfill the City's needs.

In February 2018, the City issue a Request for Proposals (RFP-18-14) for Easement and Right of Way Acquisition Services and received proposals from 3 firms on March 19, 2018. Staff reviewed the proposals and narrowed it to two firms whose fee quotations were opened and evaluated. Staff then interviewed the two firms. Based on their professional qualifications, references from other public sector clients, available resources, and fee quotations, the staff selected both West Erie Realty Solutions Ltd. and Land Matters LLC.

Selecting two consultants provides additional resources, provides extra flexibility for City staff, brings specialized expertise designed to move projects from design to bidding, and provides expertise to acquire other easements and rights needed for the operation of the City's infrastructure. These consultant services will be used on an as-needed basis only when acquisition needs arise.

The selected consultants are in compliance with the requirements of the City's Non-Discrimination and Living Wage ordinances.

### Budget Impact

The services provided by these consultants will be paid for within approved project budgets and annual operating budgets as appropriate.

Prepared by: Nicholas Hutchinson, P.E., City Engineer

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City needs easement and right-of-way acquisition services beyond its current in-house capacities;

Whereas, It is desirable to obtain these services through more than one firm;

Whereas, Proposals were received and evaluated by City staff on the basis of qualifications, past involvement with similar services, available resources, and fees;

Whereas, West Erie Realty Solutions Ltd., and Land Matters LLC submitted proposals, which are agreeable to the City;

Whereas, West Erie Realty Solutions Ltd., and Land Matters LLC are in compliance with the City's Non-Discrimination and Living Wage ordinances; and

Whereas, The required funds for these services are available in approved capital budgets, and annual operating budgets as appropriate;

RESOLVED, That the City Council approves entry into a Professional Services Agreement with West Erie Realty Solutions Ltd., in the amount of \$175,000.00 for easement and right-of-way acquisition services;

RESOLVED, That the City Council approves entry into a Professional Services Agreement with Land Matters LLC, in the amount of \$175,000.00 for easement and right-of-way acquisition services;

RESOLVED, That each of these Professional Services Agreements be in effect through June 30, 2019;

RESOLVED, That each of these Professional Services Agreements have an option for two (2) one-year extensions to be approved by the City Administrator, with no increase in the total amount of each agreement and subject to the availability of funding;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreements after approval as to form by the City Attorney and approval as to substance by the City Administrator; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution, including the option to approve up to two one-year extensions of each agreement.