



Meeting Date: July 20, 2020

Agenda Item: 3.1

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Approval of an Agreement for the Memorial Park Topographic Survey (RESOLUTION)

Executive Summary:

The Board of Directors will consider relieving PLS, Inc. of their bid for services and awarding a professional services agreement to Kier & Wright to prepare a topographic survey of Memorial Park.

Financial Impact:

The Three-Year Capital Improvement Program 2017-2020 includes \$385,000 in funding for the Memorial Park project (CIP No. 2-065-02). There are sufficient funds to award the Agreement.

Staff Recommendation:

By motion:

1. Relieve PLS, Inc. of their bid for services; and
2. Adopt the Resolution authorizing the General Manager to execute an Agreement with Kier & Wright for the Memorial Park topographic survey in the amount of \$24,676.00.

Description of Item:

On June 15, 2020, the Board of Directors approved an Agreement with PLS Surveys, Inc. to perform a topographic survey of Memorial Park. On June 22, PLS Surveys, Inc. notified the District they are unable to execute the Agreement and provide services due to an unforeseen and uncontrollable personal issue for key personnel.

Staff confirmed the next ranked firm that submitted a proposal to the District on May 18, Kier & Wright, is qualified and able to perform the Memorial Park topographic survey. Staff recommends relieving PLS Surveys, Inc. of their bid due to their request and awarding the Memorial Park Survey contract for services to Kier & Wright in the amount of \$24,676.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	7/2/2020	Resolution Letter
EXHIBIT A	7/2/2020	Exhibit