



## Legislation Text

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**File #:** 16-0913, **Version:** 1

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**DATE:** October 16, 2016

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Paul Holzen, Director of Engineering/City Engineer  
Jonathan Marston, Assistant Director of Engineering

**SUBJECT:**

Consideration of Professional Services Agreement (COF Contract No. 2016-0295) with Civil Infrastructure Associates for On-Call Survey Services. (Deferred from 10-27-16 Capital Investment Committee; 11/08/16 WS)

**Purpose**

The purpose of this memorandum is to provide information to the Board of Mayor and Aldermen (BOMA) for the consideration of Professional Services Agreement (COF Contract No. 2016-0295) with Civil Infrastructure Associates (CIA) for On-Call Survey Services.

**Background**

Funding for smaller projects is typically done as part of the City annual budget. On occasion, the need arises to survey property for various projects throughout the City. The purpose of this contract is to have an on-call agreement with CIA to assist with smaller survey services as directed by the City Engineer and as approved by the City Administrator. This agreement shall expire 3 years from the date approved by the Board of Mayor and Aldermen.

**Financial Impact**

No financial impact. Funding is approved as part of the annual budget, and individual work orders shall be issued by the City Engineer as approved by the City Administrator.

**Recommendation**

Staff recommends approval of COF Contract No. 2016-0295 with Civil Infrastructure Associates.