



Cover Memorandum/Staff Report

File #: 23-1126

Agenda Date: 9/5/2023

Item #: 6.M.3.

TO: Mayor and Commissioners
FROM: Hassan Hadjimiry, P.E., Utilities Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: September 5, 2023

APPROVAL OF RESOLUTION NO. 152-23 TO AWARD AN AGREEMENT WITH CRAIG A. SMITH & ASSOCIATES, INC., FOR UNDERGROUND UTILITY LOCATION SERVICES, UTILIZING THE TOWN OF PEMBROKE PARK SOLICITATION NO. ITB 22-04, IN A TOTAL AMOUNT NOT TO EXCEED \$900,000.

Recommended Action:

Motion to approve Resolution No. 152-23 to award an agreement with Craig A. Smith & Associates, Inc., for Underground Utility Location services utilizing the Town of Pembroke Park Solicitation No. ITB 22-04, in an amount not to exceed \$900,000 and authorize City Manager to approve renewal options in the amount listed below, contingent upon the appropriation of funds.

Background:

On May 11, 2022 the Town of Pembroke Pines under Solicitation No. ITB 22-04, entered into an Agreement with Craig A. Smith & Associates, Inc. to provide underground utility services. The initial term of the Agreement is for a three (3) term, valid from May 11, 2022 through May 10, 2025, with two (2) additional one (1) year renewals.

The Utilities Department (Utilities)'s underground pipelines have been recently damaged multiple times by contractors working on the installation of other utilities. This contract will provide location services for our underground utilities and investigation reports if/when our pipelines are damaged again by the activities of these contractors. Craig A. Smith & Associates, Inc., will furnish all materials, labor, supervision, transportation, inspections, permits, licenses, equipment and all incidentals necessary to provide Underground Utility Location Services as an extension of the City staff and assist with locating and marking underground utility facilities. Having an independent third party perform these services will also assist City's Risk Management Division in the investigation and resolution of these incidents.

Should the City exercise the renewal options provided in the contract, the cumulative estimated contract value through the term of the contract is provided below.

| Contract Value | | \$900,000 |
|----------------|----------------------------------|------------|
| Initial | September 5, 2023 - May 10, 2025 | \$ 400,000 |
| Renewal Term 1 | May 11, 2025 - May 10, 2026 | \$ 250,000 |
| Renewal Term 2 | May 11, 2026 - May 10, 2027 | \$ 250,000 |

Attachments:

1. Legal Review Checklist
2. Resolution
3. P2023-048
4. Price Sheet
5. Utility Locate Agreement

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

| | |
|----------------------|---|
| 441-36-270-536.34-90 | Utilities WasteWater - Other Contractual Services |
| 441-36-283-536.34-90 | Utilities Water Distribution - Other Contractual Services |

Timing of Request:

N/A