



## ARLINGTON COUNTY, VIRGINIA

**County Board Agenda Item  
Meeting of January 24, 2009**

**DATE: December 22, 2008**

**SUBJECT:** Approve an Award of a Contract for Provision of Land Surveying Services For Various Park and Recreation Projects in Arlington County for up to a Three Year Period, as per RFP 171-08.

**C. M. RECOMMENDATION:**

1. Approve the Award of Contract No. 171-08 to Rice Associates, Inc. regarding Land Surveying Services for Various Park and Recreation Projects in Arlington County for up to a Three Year Period in an amount not to exceed \$1,000,000.00 per year.
2. Authorize the Purchasing Agent to execute the contract documents, subject to review by the County Attorney.

**ISSUES:** As stated in the Arlington County Purchasing Resolution, approval of award of contract is required by the County Board for professional services contracts exceeding \$50,000.00. No issues have been identified.

**SUMMARY:** Following the review of proposals and oral presentations, staff recommends the selection of Rice Associates, Inc. to provide land surveying services for future and upcoming park and recreation projects.

**BACKGROUND:** The Department of Parks, Recreation and Cultural Resources (PRCR) historically has developed contracts for professional engineering services for parks and recreation projects. The last contract expired at the end of June 2008. These projects are generally associated with the Capital Maintenance, Neighborhood Conservation Program and small to mid-sized park bond projects.

On May 8, 2008, the Purchasing Agent received 23 responses to Request for Proposal No. 171-08 to provide land surveying services for various park and recreation projects in Arlington County for up to a three year period.

Work for any given project scope, as determined by the County, may include boundary surveys, planimetric and topographic surveys, tree surveys, base map preparation, utility location,

County Manager: \_\_\_\_\_

County Attorney: \_\_\_\_\_

Staff: Bernadette Grullón, PRCR

property plat preparation and recordation, construction stakeout and presentations to civic associations.

**DISCUSSION:** In accordance with the Purchasing Resolution, a multi-departmental panel reviewed proposals submitted in response to the Request for Proposal No. 171-08. After a close analysis of the proposals and oral presentations by the top firms, the evaluation panel recommended that a contract be awarded to the firm below:

Rice Associates, Inc.

PRCR will have the capability to issue individual or multiple tasks projects. The scope of work, fees and timelines, among other things will be developed within the authority of this contract.

**FISCAL IMPACT:** The award of this contract does not require a specific appropriation at this time. After the County Board appropriates funds for individual projects, which may require the services performed by the firm listed above, the firm providing the service will be authorized to proceed. The amount of work ordered by the County for all projects through this contract will not exceed \$1,000,000.00 per contract term.