

MANATEE COUNTY GOVERNMENT

AGENDA MEMORANDUM

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SUBJECT	Land Acquisition and Relocation Services	TYPE AGENDA ITEM	Consent
DATE REQUESTED	January 26, 2010	SUBMITTED/REVISED	December 28, 2009
BRIEFINGS? Who?	N/A	CONSEQUENCES IF DEFERRED	Delay in acceleration of projects
DEPARTMENT/DIVISION	Financial Management / Purchasing	AUTHORIZED BY TITLE	Jim Seuffer, Director
CONTACT PERSON TELEPHONE/EXTENSION	Blair C. Getz, x 3053 R.C. "Rob" Cuthbert, x 3014	PRESENTER/TITLE TELEPHONE/EXTENSION	Charlie Bishop Interim Director, Property Management Dept., x 3004
ADMINISTRATIVE APPROVAL			

FILE COPY

ACTION DESIRED
INDICATE WHETHER 1) REPORT; 2) DISCUSSION; 3) FORM OF MOTION; OR 4) OTHER ACTION REQUIRED

Authorize the County Administrator or his designee to execute the Agreements for a period of one year to provide Land Acquisition and Relocation Services with American Acquisitions Group, Inc., Tampa, Florida; Florida Acquisition & Appraisal, Inc., Tampa, Florida with a satellite office in Bradenton, Florida; HDR Engineering, Inc., Tampa, Florida; Independent Acquisition & Appraisal LLC, Temple Terrace, Florida; PBS&J, Tampa, Florida to provide Land Acquisition and Relocation Services in accordance with the provisions of the Agreements.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy

Ordinance 08-43, Manatee County Purchase Code Section 2-26-45, Contracts and Administration.

BACKGROUND/DISCUSSION

- Property Acquisition is seeking services from acquisition companies to acquire certain real properties for road improvement, utility, drainage and park projects. Knowledge of the Relocation Act, 49-CFR, is required due to some federally funded projects.
- See page 2 for further details.
- Funding Source: Impact Fees.

Check appropriate box

REVIEWED

Written Comments: Attached Available from Attorney (Attorney's initials: (____))

NOT REVIEWED (No apparent legal issues.)

NOT REVIEWED (Utilizes exact form or procedure previously approved by CAO.)

OTHER

ATTACHMENTS: (List in order as attached)

- 1) Department Memo dated: January 5, 2010
- 2) Agreements (2 originals) for each firm
- 3) Insurance Certificate (1 original) for each firm

INSTRUCTIONS TO BOARD RECORDS:

Original to Board Records and American Acquisitions Group, Inc., Tampa, Florida; Florida Acquisition & Appraisal, Inc., Bradenton, Florida; HDR Engineering, Inc., Tampa, Florida; Independent Acquisition & Appraisal LLC, Temple Terrace, Florida; PBS&J, Tampa, Florida., Copy of Signature page to Blair C. Getz / Purchasing and Kathi Gentile / Property Management Department.

COST: To be determined by Work Assignment

SOURCE (ACCT # & NAME): 001-002-0505/552000

COMMENTS: N/A

AMT./FREQ. OF RECURRING COSTS: (ATTACH FISCAL IMPACT STATEMENT) N/A

[Handwritten Signature]

- 6/30/09 – 7/21/09 the appropriate proposal procedures were followed. The Request For Proposal (RFP) was broadcast to one thousand fifteen (1015) Land Acquisition and Relocation firms; twenty-four (24) firms downloaded the RFP and seven (7) firms submitted proposals. Numerous Manatee County firms were contacted and made aware of the RFP. However, due to the specific expertise required for this service, the only local firm qualified to submit a proposal was Florida Acquisition and Appraisal Incorporated which are recommended for a contract.
- 11/20/09 County Administrator authorized the Selection Committee to enter into negotiations with American Acquisitions Group, Inc., Tampa, Florida; Florida Acquisition & Appraisal Incorporated., Tampa, Florida with a satellite office located in Bradenton, Florida; HDR Engineering, Inc., Tampa, Florida; Independent Acquisition & Appraisal LLC, Temple Terrace, Florida; PBS&J, Tampa, Florida; for the Land Acquisition and Rehabilitation Services.
- 12/7/2009 Negotiations concluded resulting in pricing agreeable to all parties; and determined to be fair and reasonable to the Property Management Department.
- The estimated range of cost per year for this Agreement is \$1,000,000.00 to \$1,500,000.00. This range is based on an analysis of projected requirements for the duration of the agreement.
- This Agreement will be managed by the Property Management Department.

MEMORANDUM



Property Management Department
Construction Services Division
1112 Manatee Avenue West, Ste 868
Bradenton, FL 34205

MANATEE COUNTY
FLORIDA

Phone: 941-749-3005
Fax: 941-749-3018
www.mymanatee.org

To: Melissa Assha, Contracts and Buyer Manager
Purchasing Division

From: Charlie Bishop, Interim Director *CAB*
Property Management Department

Date: January 5, 2010

Subject: Recommendation of Award
Land Acquisition and Relocation Services

The RFP for the above referenced project have been reviewed by the appropriate staff and I agree to the following:

American Acquisition Group, LLC

Florida Acquisition & Appraisal, Inc.

HDR Engineering, Inc.

Independent Acquisition & Appraisal, LLC

PBS&J

Please contact Joaquin Servia, Division Manager, Property Acquisition, if you have any questions regarding the attached documents.

Thank you for your continued assistance.

Cc: