

Item # 6

**City of Carson City  
Agenda Report**

**Date Submitted:** January 27, 2009

**Agenda Date Requested:** February 5, 2009

**Time Requested:** 5 Minutes

**To:** Mayor and Supervisors

**From:** Purchasing & Contracts

**Subject Title:** Action to determine that Contract No. 0809-176 On Call Right-of-Way Consulting is a contract for Professional Services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-176 a request for Professional Services to be provided by Property Specialists, Inc. through February 6, 2011, for a not to exceed cost of \$250,000 to be funded from the Various Capital Improvement Projects Funds as provided in FY 2008/2009, 2009/2010 and 2010/2011. (*Sandy Scott*)

**Staff Summary:** Carson City has selected Property Specialists, Inc., to assist in the acquisition of land for City projects. Staff does not have the expertise to assure that all of the Federal regulations, State law and City codes that specify the methods and procedures for the acquisition of property are satisfied. The scope of work identifies all of the elements necessary in the acquisition process, although not all elements need to be completed for all projects. The amount of this contract is based on the need to acquire easements and right-of-way for several projects and the amount is based on an estimate of the number of acquisitions anticipated and their complexity. Projects to be included in this contract include, but are not limited to, Curry Street Widening, Roop Street Widening and Clear Creek Avenue Sewer Line. The contract being presented is a "task based" contract which means that only those services necessary for a particular project would be authorized for the specific project.

**Type of Action Requested:** (check one)

Resolution

Ordinance

Formal Action/Motion

Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to determine that Contract No. 0809-176 On Call Right-of-Way Consulting is a contract for Professional Services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-176 a request for Professional Services to be provided by Property Specialists, Inc. through February 6, 2011, for a not to exceed cost of \$250,000 to be funded from the Various Capital Improvement Projects Funds as provided in FY 2008/2009, 2009/2010 and 2010/2011. (*Sandy Scott*)

**Explanation for Recommended Board Action:** Pursuant to **NRS 332.115 subsection 1 (b)**, staff is requesting the Board of Supervisors declare that this contract is not adapted to award by competitive bidding.