

## City of Garden Grove

### INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal  
Dept: City Manager  
Subject: AGREEMENT FOR ON-CALL LAND SURVEYING SERVICES PROVIDED BY BRUCE HALL LAND SURVEYOR, INC.

From: Keith G. Jones  
Dept: Public Works  
Date: February 26, 2008

#### OBJECTIVE

To retain Bruce Hall Land Surveyor, Inc. to provide land surveying and related services on an as-needed basis.

#### BACKGROUND/DISCUSSION

Design and construction of capital projects require land surveying services to collect existing field data and to lay out a proposed construction project in the field. Due to the periodic need for land surveying services, the City of Garden Grove retains the services of land-surveying consultants to eliminate the cost of retaining in-house staff. The proposed services will be provided on an as-needed basis for a period of one year for a not-to-exceed amount of \$175,000 per contract.

Staff has reviewed and evaluated Bruce Hall's proposal with consideration to the following criteria: contents of proposal and services to be provided, previous experience, hourly rates and availability. The evaluation confirms that Bruce Hall Land Surveyor, Inc. meets City requirements for the above criteria.

#### FINANCIAL IMPACT

There are sufficient funds in the current budget to retain the recommended firm.

#### COMMUNITY VISION IMPLEMENTATION

This agreement is consistent with the community vision for maintaining and enhancing the city's infrastructure assets to maximize their value, longevity, and usefulness for the community.

RECOMMENDATION

Staff recommends that City Council:

- Authorize the City Manager to enter into a consultant agreement with Bruce Hall Land Surveyor, to perform land surveying services not to exceed \$175,000.

KEITH G. JONES  
Public Works Director

By: William E. Murray, P.E.  
City Engineer

Attachment: On-Call Services Agreement