

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Right-of-Way Acquisition Services (Annual Contract) – RFP No. 23-0026
INITIATED BY:	Finance Department

It is requested that Council approve the annual contracts for the provision of Right-of-Way Acquisition Services with Gresham Smith (Atlanta, GA), THC, Inc. (Duluth, GA), and Croy Engineering, LLC (Marietta, GA). The firms will be utilized on an “as needed” basis, based on cost and availability at the time services are needed.

The Contractors will provide all right-of-way acquisition services required to assist the City with acquiring property and easements. Acquisition services are defined as those tasks necessary to supply the City with a recorded warranty deed or full condemnation package for the identified parcels. These tasks may include, but are not limited to the title search, property appraisal, cost to cure appraisal, data book preparation, right-of-way detailed cost estimate, negotiation, negotiation records, deed preparation, deed recording, condemnation filing package, relocation assistance, property management, and final disposition of property either by closing or condemnation.

The term of this contract shall be for two years, with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

Annual Contract History:

Previous contract was awarded to two (2) vendors: Moreland Altobelli Associates, LLC (Duluth, GA), and Gresham, Smith and Partners (Atlanta, GA) on June 12, 2018, per Resolution 212-18. The firms were utilized on an “as needed” rotational basis, based on cost and availability.

RFP Advertisement and Receipt of Proposals:

On April 12, 2023, RFP specifications were posted on the web pages of the Purchasing Division, the Georgia Procurement Registry and DemandStar. This RFP has been advertised, opened and evaluated. Five proposals were received on May 17, 2023, from the following firms:

Gresham Smith (Atlanta, GA)
THC, Inc. (Duluth, GA)
Croy Engineering, LLC (Marietta, GA)
Johnson, Mirmiran and Thompson, Inc.
The Bernard Johnson Group, Inc.

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation	06/12/23	The Purchasing Manager advised evaluation committee of the RFP rules and process, and the project manager provided an overview. Proposals were distributed to each committee member to review. The 1 st Evaluation Committee Meeting was scheduled for 6/26/23.
1 st Evaluation Meeting	06/26/23	The Evaluation Committee did not discuss any proposals. Clarifications were requested from three vendors. A request was made to reschedule the meeting to allow additional time for review. The 2 nd Evaluation Committee Meeting was scheduled for 7/10/23.
Letters	06/27/23	Clarification letters were sent to the three (3) vendors.
Vendor Responses	06/30/23	Vendor responses were forwarded to the committee.
2 nd Evaluation	07/10/23	Committee members discussed the proposals from all vendors. Clarifications were requested from three vendors.
Letters	07/11/23	Clarification letters were sent to the three (3) vendors.
Vendor Responses	07/13/23	Vendor responses were forwarded to the committee. Additional clarifications were requested from all vendors.
Letters	07/17/23	Clarification letters were sent to all vendors.
Vendor Responses	07/24/23	Vendor responses were forwarded to the committee.
Evaluation Forms	07/25/23	Committee members stated they were prepared to evaluate the proposals. Evaluation forms were forwarded to the Voters.
Evaluation Results	08/10/23	The last of the evaluation forms were received on 8/9/23. The scores were tabulated, and results forwarded to the committee.
3 rd Evaluation	08/14/23	Committee members discussed the evaluation results and unanimously recommended the top 3 ranked vendors for award.

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of one voting member from the Planning Department, and two voting members from the Engineering Department.

One representative from the Planning Department and one representative from the Community Reinvestment Department served as alternate voters.

Three representatives from the Planning Department served as non-voting advisors.

Award Recommendation:

The voting committee unanimously recommended award to the top three responding vendors. The City will require right of way services on an “as needed basis”. Price quotes will be requested per project. The award will be based on cost and availability at the time services are needed.

Vendor Qualifications/Experience:

○ ***Gresham Smith***

- Gresham Smith is a privately held firm founded in 1967, with more than 50 years in business.
- Gresham Smith has extensive ROW expertise and in-house resources to provide ROW services efficiently.
- Gresham Smith’s ROW acquisition manager/project manager has 36 years of experience (31 years with GDOT). She regularly works with GDOT and local governments providing full services for ROW acquisitions, including verification of ownership, appraisals, negotiations, relocation service, executions options, deeds and closings.
- Gresham Smith works with local governments to provide full-service for right-of-way acquisitions, to include verification of ownership, appraisals, negotiations, relocation service, executions options, deeds and closings in compliance with State of Georgia laws or using Uniform Act procedures, when necessary.
- Gresham Smith will commit locally based professionals to this contract, including qualified ROW agents, engineers, designers and planners with abundant resources to produce high quality work to meet the City’s schedule goals.
- Below are clients serviced by Gresham Smith:
 - *City of Sandy Springs (Sandy Springs, GA) – 2019-Present; Full ROW Acquisition Services*
 - *MARTA (Atlanta, GA) – 2022-2023; Full ROW Acquisition Services*
 - *GDOT-DeKalb County (Atlanta, GA) – 2022-Present; Full ROW Acquisition Services*
 - *City of East Point (East Point, GA) – 2019-Present; Full ROW Acquisition Services*
 - *Newton County, GA (Covington, GA) – 2016-2017; Full ROW Acquisition Services*

○ ***THC, Inc.***

- THC was established on January 18, 1994, as a program management firm providing land acquisition, relocation assistance, and airport noise mitigation services for cities, counties, state departments of transportation, and airports.
- THC has 29+ years’ experience acquiring Right-of-Way parcels for cities, counties, Georgia Department of Transportation (GDOT), and other entities.
- THC has acquired over 10,000 parcels, successfully acquired property rights and provided relocation services (3,500+displacees) while ensuring that local, state, and federal regulations are followed to protect project funding.

- Below are clients serviced by THC, Inc.:
 - *DeKalb County, GA Transportation Division (Decatur, GA) – 2021-Present; McAfee Road Sidewalk Project*
 - *City of Cartersville (Cartersville, GA) – 2021-Present; Grassdale Road Sidewalk Improvement Project*
 - *Carter & Sloope, Inc. for City of Winder (Watkinsville, GA) – 2022-Present; Midland Road Water Main Project*
 - *GDOT (Atlanta, GA) – 2019-Present; PI 0001757 SR 400 Express Lanes FM I-285/Fulton to McFarland Rd/Forsyth*
 - *HDR, Inc. (Atlanta, GA) – 2020-Present; GDOT PI 001328 SR 162/Salem Rd. FM CR 55 Flat Shoals Rd. to CR 34/Old Salem Rd. in Rockdale County*

- **Croy Engineering, LLC**
 - Croy Engineering was established in 2005 with 18 years' experience in land, right-of-way, and easement acquisition services.
 - Croy Engineering is a 120-person firm headquartered in Marietta, Georgia, and has a presence in across the Southeast. Their right-of-way agents are certified with the Georgia Department of Transportation (GDOT) in several service areas, including acquisition, negotiation, relocation negotiation, and relocation.
 - Croy Engineering collectively has more than 40 Engineer-of-Record clients in Georgia and acquired more than 2,700 parcels in the last five years.

- Below are clients serviced by Croy Engineering, LLC:
 - *Hall County, GA (Gainesville, GA) – 2021-Present; On-call right-of-way acquisition services for: Hog Mountain Road roundabout (2 parcels), White Spring Cagle Road (15 parcels), and Friendship Road Sewer file audit (1 parcel). Croy also performed two separate acquisition projects: Sardis Road Connector (163 parcels) and Spout Springs Road (95 parcels).*
 - *Cobb County DOT (Marietta, GA) – 2005-Present; Right-of-way management and acquisition services for projects included under the 2005, 2011, 2016, and 2022 Cobb County SPLOST programs. Responsibilities include pre-acquisition, acquisition (negotiation and condemnation), relocation, and property management to certify projects for construction.*
 - *City of Kennesaw, Georgia (Kennesaw, GA) – 2005-Present; Selected as the City's program manager to assist with implementation of their 2005, 2011, 2016, and 2022 SPLOST programs, to include extensive and fast-tracked right-of-way acquisition assistance to match accelerated design schedules, such as Dallas-Watts Roundabout (6 parcels).*
 - *City of Smyrna, Georgia (Smyrna, GA) – 2005-Present; Program manager for the 2005, 2011, 2016, and 2022 SPLOST programs involving fast-paced right-of-way management, acquisition, and negotiation. Acquisition projects include the Roswell Street Roundabout (7 parcels) and the Sanitary Sewer Sub-Basin (33 parcels).*
 - *Fayette County, Georgia (Fayetteville, GA) – 2005-2021; Served as Fayette County's Transportation Engineer-of-Record providing transportation-related planning, design, construction, and right-of-way acquisition for 2017 SPLOST projects.*

The City's Procurement Ordinance, Article 3-110 (Competitive Sealed Proposals (Negotiations) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information have been submitted to the City Manager in a separate memo for informational purposes.

Funding for projects will be funded from various funding sources to include but not limited to the Other Local Option Sales Tax, Special Purpose Local Option Sales Tax and/or Transportation Special Purpose Sales Tax.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF ANNUAL CONTRACTS FOR RIGHT OF WAY ACQUISITION SERVICES WITH GRESHAM SMITH (ATLANTA, GA), THC, INC. (DULUTH, GA), AND CROY ENGINEERING, LLC (MARIETTA, GA). THE FIRMS WILL BE UTILIZED ON AN “AS NEEDED” BASIS, BASED ON COST AND AVAILABILITY AT THE TIME SERVICES ARE NEEDED.

WHEREAS, an RFP was administered (RFP No. 23-0026) and five (5) proposals were received; and, the proposals submitted by Gresham Smith, THC, Inc. and Croy Engineering, LLC met all proposal requirements and were evaluated responsive to the RFP; and,

WHEREAS, the term of this contract shall be for two years, with an option to renew for three additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute annual contracts for right of way acquisition services with Gresham Smith (Atlanta, GA), THC, Inc. (Duluth, GA), and Croy Engineering, LLC (Marietta, GA), on an “as needed” basis, based on cost and availability at the time services are needed. Funding for projects will be funded from various funding sources to include but not limited to the Other Local Option Sales Tax, Special Purpose Local Option Sales Tax and/or Transportation Special Purpose Sales Tax.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2023 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Barnes voting _____
- Councilor Begly voting _____
- Councilor Cogle voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor