

Staff Report

Subject: Approval of Master Service Agreement with Surveying And Mapping, LLC (SAM)

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Department: Procurement, Engineering

Meeting Date: September 15th, 2026

Item Description: Consideration to approve a Master Service Agreement with Surveying And Mapping, LLC (SAM) for professional utility coordination, surveying, and subsurface utility engineering services.

Summary Recommendation: Staff recommends approval of the Master Service Agreement with Surveying And Mapping, LLC to establish contractual terms for professional utility coordination, surveying, and subsurface utility engineering services as needed by the County.

Executive Summary / Background:

Surveying And Mapping, LLC (SAM) submitted a Master Service Agreement to establish the terms and conditions under which Effingham County may utilize SAM for professional services on an as-needed basis. The County anticipates utilizing SAM primarily for utility coordination, surveying, subsurface utility engineering, and related services in support of transportation and infrastructure projects.

Individual projects and services will be authorized through separate written Work Orders identifying the project location, specific scope of services, schedule, and compensation.

Compensation will be established under each Work Order based on the applicable scope of work and rate schedule. The Agreement may be terminated by either party without cause upon thirty (30) days' written notice, with Work Orders already underway remaining subject to the terms of the Agreement until completion.

Alternatives for Commission to Consider:

1. Approve the Master Service Agreement with Surveying And Mapping, LLC
2. Do not approve
3. Provide staff with direction

Recommended Alternative: 1

Other Alternatives: 2, 3

Department Review: Procurement, Engineering

Funding Source: Capital Improvement Budget

Attachments: Master Service Agreement – Surveying And Mapping, LLC