



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 2, 2026

Originating Department: Public Works

Agenda Title: Resolution 71-09-26 - Work Authorization (#WA-FY26-STW-002) - Stormwater Geographic Information System (GIS) & Computer-Aided Design (CAD) Mapping - Calvin, Giordano & Associates, Inc. - \$37,575

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$37,575 **Funding Source:** Professional Services

Account Number: 402-538-402-31000 **Finance Signature:** Barbara Gould

Advertised:

Date: N/A **Newspaper:** _____

Attachments: 1. Budget Adjustment Form

Please initial one:

_____ Yes, I have notified everyone.

DB _____ Not applicable in this case

Summary Explanation/Background:

The Public Works Department has identified a need to has identified a need to update the Town's stormwater geographic information system (GIS) and computer-aided design (CAD) mapping. The Town's stormwater GIS and CAD mapping was last comprehensively updated in 2022 and, since that time, a number of capital improvements, drainage repairs, pipe and structure replacements, basin modifications, and other field changes have been completed and need to be properly documented/recorded to support field operations and repairs and maintenance issues.

Note: GIS Mapping is a critical tool to support Public Works field operations, emergency response, drainage investigations, utility coordination, identify needed maintenance and repairs, regulatory reporting and capital-program development while also enabling the Town to, make better-informed inspection,

maintenance, repair, and replacement decisions and assist with long-term project and financial planning. Further, outdated mapping can delay the locating of infrastructure, complicate repair coordination, reduce cost estimates reliability and increase the risk that structures or pipe connections are overlooked.

To ensure the lowest possible price, staff recommends that the Town issue a Work Authorization (#WA-FY26-STW-002) under the current agreement with Calvin, Giordano & Associates, Inc. (CGA), which the Town Commission previously approved through RESOLUTION 28-05-24 on May 15, 2024. The competitive selection procurement process was performed through a Request for Proposal (RFP) 113-2023 for the Continuing Services - Architecture, Engineering (Various Types), Landscape Architecture, Survey & Mapping, Planning and other related services.

Note: The proposed scope of work includes updating multiple stormwater basins; adding or revising structures, pipes, and other assets; incorporating newly constructed or modified infrastructure and property-address information; revising basin information; and providing updated GIS shapefiles, CAD files, basin inventories and stormwater asset inventories.

Funding to support this project (\$37,575) is available in the FY 2026 Budget – Stormwater Fund. This funding was previously approved as part of the adopted Stormwater Fund Budget to support stormwater/drainage line repairs & maintenance issues. However, the Public Works Department has requested the Town Commission during the September 2, 2026 Regular Meeting to consider a budget transfer for the proposed Work Authorization amount from this budget account to support the GIS project.

Note: Utilizing an existing competitively awarded professional services agreement will enable the Town to streamline the procurement process, maintain consistency with the prior conceptual design work and engage a consultant with project-specific knowledge and technical expertise. Further, using a previously approved agreement will accelerate project development, support grant compliance, and ensure adherence to local and state procurement requirements.

If approved, the Town Commission would accept Calvin, Giordano & Associates, Inc.'s approved pricing, including all terms, conditions, and pricing therein. The Town will not expend more than the amount within the approved budget, as it may be adopted or amended each year for these goods and services over the term of this agreement.

If approved, scheduling and project mobilization are expected to begin as soon as practicable with project completion anticipated with 7 months (winter /2027).

The proposed Work Authorization has been prepared by the Public Works Director and reviewed by the Town's vendor, Calvin, Giordano & Associates, the Community Redevelopment Agency Administrator, the Finance Director and the Town Attorney.

The Town has previously worked with the proposed firm and has provided a high-quality product and strong customer service.

RECOMMENDED MOTION:

I move to approve Resolution 71-09-26 authorizing a Work Authorization (#WA-FY26-STW-002) for stormwater geographic information system (GIS) and computer-aided design (CAD) mapping with Calvin, Giordano & Associates, Inc., in the total amount of \$37,575; and authorize the Mayor to execute the proposed Work Authorization.