

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** February 18, 2025

**DEPARTMENT:** Water Utilities

**TITLE:**

Agreement with Breakpoint Surveying and Underground for Underground Utility Location Services

**SUMMARY:**

This Agreement authorizes Digital Concrete Imaging, Inc. (dba Breakpoint Surveying and Underground) to provide Underground Utility Location Services for a cost not to exceed \$200,000.

**BACKGROUND AND JUSTIFICATION:**

The City's Water and Electric Utilities Departments urgently required Underground Utility Location Services after the expiration of a previous agreement. The City Manager has granted emergency authorization to utilize the Orlando Utilities Commission (OUC) Contract for Underground Utility Location Services with Breakpoint Surveying and Underground, and the City seeks ratification of this Agreement. OUC put a request for proposal out for Underground Utility Location Services under Solicitation #24 PR 7847. After evaluation, the contract was awarded to Breakpoint Surveying and Underground which is valid until December 15, 2027. The City desires to piggyback the OUC Agreement including all pricing, terms and conditions for an initial term of six (6) months with the option to extend until the expiration of the OUC Contract. The City's Procurement Policy and Code authorizes the purchases of goods and services through "piggybacking" other governmental competitively procured contracts.

**MOTION:**

Move to approve/disapprove the ratification of the Agreement with Breakpoint Surveying and Underground for Underground Utility Location Services at a cost not to exceed \$200,000.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Agreement

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<b>Inflows/Revenues</b>					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
<b>Outflows/Expenditures</b>					
Appropriated (Budgeted)	\$200,000	0	0	0	0
Operating	0	\$200,000	\$200,000	\$200,000	\$200,000
Capital	0	0	0	0	0
<b>Net Fiscal Impact</b>					
<i>(If not budgeted)</i>	0	0	0	0	0
<b>No. of Addn'l Full-Time</b>					
Employee Positions	0	0	0	0	0

<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	Expenditure
Department	Water Utilities
Division	Water Distribution
GL Description	Other Contractual Service
GL Account Number	402-7034-533.34-50
Project Number	N/A
Requested Funds	\$81,680
Remaining Balance	\$17,645.58
Source of Revenue (i.e. Paygo, Current Revenue, Bond Money, Grants, etc.)	Current Revenues

<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	Expenditure
Department	Electric Utility
Division	Distribution
GL Description	Other Contractual Service
GL Account Number	401-6034-531.34-50
Project Number	N/A
Requested Funds	\$36,640
Remaining Balance	\$34,950.37
Source of Revenue (i.e. Paygo, Current Revenue, Bond Money, Grants, etc.)	Current Revenues

Contract Award - Existing Appropriation (Budgeted)	
	Expenditure
Department	Local Sewer
Division	Sewer Collection
GL Description	Other Contractual Service
GL Account Number	403-7231-535.34-50
Project Number	N/A
Requested Funds	\$81,680
Remaining Balance	\$85,983.48
Source of Revenue (i.e. Paygo, Current Revenue, Bond Money, Grants, etc.)	Current Revenues