



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, SEPTEMBER 9, 2026

AGENDA CATEGORY: GENERAL CITY BUSINESS

Item:	Contract Award - Planning & Development and Engineering Land Disturbance Permit Plan Reviews on Annual Contract (RP006-26)
Department:	Purchasing, Planning & Development, Engineering
Date of Meeting:	Wednesday, September 9, 2026
Fiscal Impact:	\$100,000.00
Presented By:	Kenneth Morris, Purchasing Director
Action Requested:	Approval to award annual service contracts to Bureau Veritas North America, Integrated Science & Engineering Inc, Keck & Wood, Land Design Solutions LLC, and Lowe Engineers for Planning & Development and Engineering Land Disturbance Permit Reviews on Annual Contract (RP006-26) in the estimated annual amount of \$100,000.00, with four (4) one-year renewal options. The final contracts will be prepared by staff and submitted to the City Clerk for City Attorney review and approval prior to execution.

Summary: In May 2026, the City solicited a Request for Proposals (RP006-26) for on-demand Land Disturbance Permits on Annual Contract on an annual contract with four (4) options to renew on behalf of the Planning & Development and Engineering Departments. These contract service providers will be responsible for review of both city requested and private developer Land Disturbing Activity (LDA) permit applications, construction plans, and supporting documentation for compliance with all applicable federal, state, and local regulations.

All five (5) proposals submitted received a score of 80 or higher meeting expectations set by the review committee based on relevant experience with land disturbance permit reviews, availability, and rate comparison costs. Staff reviewed qualifications, compliance requirements, and pricing and determined responsiveness and reasonability of proposals. Staff recommends awards to all five (5) firms; Bureau Veritas North America, Integrated Science & Engineering Inc, Keck & Wood, Land Design Solutions LLC, and Lowe Engineers for on call contract services.

Fiscal Impact: Funding is available within the General Fund for Planning & Development (1007410) and Engineering (100575) department operating budgets. Actual expenditures will vary based on authorized work assignments.

Concurrences: Other departments, agencies, personnel, who agree and have formally supported.

Attachments/Exhibits:

- RP006-26 Score Tab
- RP006-26 Cost Tab
- RP006-26 Bid Cert