

**Information to be included in all Legislation Modifying a Contract:**

1. **The names, contract compliance no. & expiration date, location by City/State and status of all companies (NPO, MAJ, MBE, FBE, HL1, AS1, or MBR) submitting a competitive bid or submitting an RFP or RFSQ.**

<b><u>Name</u></b>	<b><u>C.C. No./Exp. Date</u></b>	<b><u>City/State</u></b>	<b><u>Status</u></b>
Stantec Consulting Svcs., Inc.	11-216770 - 12/21/13	Columbus OH	MAJ
Woolpert, Inc.	20-1391406 – 6/17/13	Columbus OH	MAJ
EMH&T, Inc.	31-0685594 – 9/22/13	Columbus OH	MAJ

2. **What type of bidding process was used (ITB, RFP, RFSQ, Competitive Bid).**

Requests for Proposals (RFP's) were opened on April 1, 2011.

3. **List the ranking and order of all bidders.**

1. 96/100 – Stantec Consulting Services
2. 86/100 – Woolpert Inc
3. 83/100 – EMH&T Inc

4. **The name, address, contact name, phone number and contract number of the firm awarded the original contract.**

**Awarding Top 2:**

Stantec Consulting Services, Inc.  
1500 Lake Shore Dr., Ste. 100  
Columbus, OH 43204  
Darlene Scott (614) 486-4383  
EL012040

Woolpert, Inc.  
2780 Airport Dr., Suite #100  
Columbus, OH 43219  
Brian Stevens (614) 476-6000  
EL012101

5. **A description of work performed to date as part of the contract and a full description of work to be performed during any future phasing of the contract.**

GIS related services may include, but are not limited to: Data Development and Conversion, Field Data Collection, On-site Staff Augmentation, Needs Assessments and Business Process Analysis (BPA), GIS Application Development, and GIS Integration.

6. **An updated contract timeline to contract completion.**

Contract will be effective from the date of the executed agreement for a period of 1-year, renewable for 2 additional years in 1 year increments.

**7. A narrative discussing the economic impact or economic advantages of the project; community outreach or input in the development of the project; and any environmental factors or advantages of the project.**

The current in-house resources available to the Department continue to be fully utilized. These agreements will allow the Department to add additional resources and GIS knowledge for departmental GIS projects in order to support organizational goals.

**8. A description of any and all modifications to date including the amounts of each modification and the Contract Number associated with any modification to date. (List each modification separately.)**

This is the first modification to the contract.

**9. A full description of the work to be performed as part of the proposed contract modification. (Indicating the work to be a logical extension of the contract is not sufficient explanation.)**

This is year 2 of the 3-year Geographical Information Services (GIS) Professional Services Agreement. GIS related services may include, but are not limited to: Data Development and Conversion, Field Data Collection, On-site Staff Augmentation, Needs Assessments and Business Process Analysis (BPA), GIS Application Development, and GIS Integration.

**10. If the contract modification was not anticipated and explained in the original contract legislation a full explanation as to the reasons the work could not have been anticipated is required. (Changed or field conditions is not sufficient explanation. Describe in full the changed conditions that require modification of the contract scope and amount.)**

Modifications to the contracts were anticipated and were identified in Ordinance No. 1034-2011. A second modification to both contracts will be needed in 2013 for the third year of the agreement.

**11. An explanation of why the work to be performed as part of the contract modification cannot be bid out. (Indicating the work to be a logical extension of the contract is not sufficient explanation.)**

Ordinance No. 1034-2011 stated each contract would be for a period of 1-year, renewable for 2 additional years.

**12. A cost summary to include the original contract amount, the cost of each modification to date (list each modification separately), the cost of the modification being requested in the legislation, the estimated cost of any future known modifications and a total estimate of the contract cost.**

1 <sup>st</sup> year - \$200,000.00	(\$100,000 to Stantec and \$100,000 to Woolpert) - 2011
2 <sup>nd</sup> year - \$400,000.00	(\$200,000 to Stantec and \$200,000 to Woolpert) - 2012
3 <sup>rd</sup> year - \$400,000.00	(\$200,000 to Stantec and \$200,000 to Woolpert) - 2013
\$1,000,000.00	

**13. An explanation of how the cost of the modification was determined.**

Stantec Consulting Services, Inc. and Woolpert, Inc. prepared and submitted detailed estimates of cost and qualifications to complete services outlined in 9 above. City project management staff has reviewed and have approved these cost summaries.