

**INFORMATION REQUIRED TO ACCOMPANY
LEGISLATION AUTHORIZING MODIFYING CONTRACTS**

**MODIFICATION NO. 1
FOR**

HVAC MAINTENANCE SERVICES

TO

CORNERSTONE MAINTENANCE SERVICES, LTD.

1. **The names, location by City and State and the status, Majority, MBE, FBE, of all companies bidding or submitting an RFP or RFSQ for the original contract.**
 1. Cornerstone Maintenance Services, Ltd.
10779 U.S. Rt. 42
Plain City, OH 43064
MAJ

2. **The name and location of the firm awarded the original contract and the Contract Number.**
 1. Cornerstone Maintenance Services, Ltd.
10779 U.S. Rt. 42
Plain City, OH 43064
MAJ
Purchase Order EL007849

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

This is a division wide contract to provide HVAC Maintenance Services on an annual basis for the two wastewater treatment facilities and the Compost Facility within the City. Currently, the Division of Sewerage and Drainage requires these services for the Jackson Pike Wastewater Treatment Plant, the Southerly Wastewater Treatment Plant and the Compost Facility. Typical work consists in general as follows: Monthly Maintenance and necessary repair of various DOSD WWTP HVAC equipment

4. **A narrative timeline for the contract including a beginning date, beginning and ending dates for known phases of the contract and a projected ending date.**

This Contract shall remain in force for a period one year with the option to renew each year for an additional two years upon mutual agreement between the parties and approval by the Columbus City Council. Funding of this contract will be on an incremental basis, unless terminated by the City, as described in the Special Provisions of the Contract Documents. The City shall have the option to renew the Contract for an additional two years upon mutual agreement between the parties and approval by the Columbus City Council. This contract was entered into on March 24, 2008.

5. **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 proposed modification.

6. **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 an annual maintenance service contract and as such the work will be the same or similar for each fiscal year. Therefore, these maintenance services, once again, includes maintenance work as follows: HVAC maintenance at the Jackson Pike Wastewater Treatment Plant, the Southerly Wastewater Treatment Plant and the Compost Facility.

7. **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.)**

The contract modification was anticipated and the multiple year term was explained in the original legislation written by Division of Sewerage and Drainage.

8. **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)**

The initial cost of equipment is too cost prohibitive for a single year contract. It is much more cost effective to amortize over a multiyear contract. Additionally, the training costs for personnel is similarly cost effective when administering a multiyear services contract.

9. **An estimate of the full estimated cost of the Contract including a separate estimate of any and all phases or proposed future contract modifications.**

Original Contract Cost	\$123,823.68
Modification # 1 (Current Legislation)	136,315.90
Modification # 2 (Anticipated Future)	<u>150,000.00</u>
TOTAL =	\$ 410,139.58

Note: The Contract should be considered to include any and all work that is anticipated to be awarded to the company awarded the original contract throughout the contract/project timeline for the Division of Sewerage and Drainage. This includes the original contract and any and all future anticipated modifications to the contract to complete the contract/project.