

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.**

<u>Name</u>	<u>C.C. No./Exp. Date</u>	<u>City/State</u>	<u>Status</u>
Advanced Engineering Consultants	31-1612308, 7/31/16,	Columbus, Ohio	FBE

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

RFP

*For engineering agreements: Requests for Proposals (RFP's) were opened on 3/1/16. This was not a standard RFP. AEC was specifically asked to bid this project as they hold the drawings to the original design contract that has not been completed to date.

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

N/A

4. **Complete address, contact name, phone number, and e-mail address for the successful bidder only.**

AEC (Advanced Engineering Consultants)
1310 Dublin Road
Columbus, Ohio 43215
Lisa Huang, PE,
(614) 486-4778
LisaH@aecmep.com

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. The planning area should also be listed as well as any street or neighborhood names.**

The original contract scope was for design of the McCutcheon Road Street Lighting improvements project. As final plans were routed for review through the City, it was determined that the level of survey provided by AEC per the original RFP was not adequate to construct the project. Division of Power Administration (John Newsome) authorized a contract modification on 2/3/16. The project is located on McCutcheon Road between Sunbury Road and Stelzer Road, and is in planning area "12", which is considered to be Northeast.

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

***For engineering agreements:**

- a. The original agreement allowed for a total term of how many years? (ex. 4 year term)
8 Months.
- b. Which year of the total term is this modification for? (ex. year 2 of 4 year term).

Due to budget constraints, and issues with the city review process, this project is well outside the original contract timeline.

- c. The expiration date of this agreement is **estimated to be December 2016.**

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.**

Obtaining the additional survey work will assist the contractor in installation of the street lighting poles. It will clearly define the location of the poles. This should decrease the potential for negative impact on existing utilities and other facilities within the project area.

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.)**

No other modifications to this contract have been processed to date.

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.)**

The work to be performed as a result of the modification of the existing contract would be the addition of complete survey details to the existing design and drawings.

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.)**

The scope of the original contract was for the design of the McCutcheon Road street lighting improvements project. It was determined by City administration that the detail of site survey work included in the project drawings was not adequate for installation of the project. It was also determined by Division of Power administration that the criteria for the survey work that was required for the project was not clearly defined in the request for proposal. Administration has directed that a modification to the original contract be processed to have the consultant provide complete survey for the project, and incorporate that survey into the construction drawings

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.)

This contract modification cannot be bid out as the original design contract has not fully closed. The consultant (Advanced Engineering Consultants) still retains control of the master drawing files for the project.

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.

Original contract cost for AEC design of the McCutcheon Road street lighting improvements

Original contract amount	\$ 19,020.11
Total cost for this modification:	\$ 24,696.41
No Future modifications:	\$ 0.00
Total Cost (original + modification)	\$ 43716.52

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

The cost modification is based on a cost estimate provided to the Division of Power by Advanced Engineering Consultants for the aforementioned work to be completed. It was determined by Division of Power administration that a contract modification would be required.

14. Subconsultant information

***For engineering agreements:**

Information regarding subconsultants should be submitted on the Subcontractor Work Identification Form Located on the Fiscal Intranet site under "DPU Fiscal Forms" (see link): <http://dpuweb/DPUFiscal/tabid/148/Default.aspx>

See attached form provided for GPD group to be a sub-consultant to AEC.

This form should have sub-Consultants identified to work on this contract, their contract compliance no. & expiration date, and their status (NPO, MAJ, MBE, FBE, HL1, AS1, or MBR), name, C.C. No./Exp. Date, status, brief Scope of work for each subcontractor, and their estimate of dollar value to be paid.

