

Land Stewardship Update Project, CIP 690557-100000, CT No. 2147 – Modification #2

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>DAX #</u>	<u>City/State</u>	<u>Status</u>
Stantec Consulting Services	11-2167170 – 8/1/21	0462	Columbus/Ohio	MAJ

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

Requests for Proposals (RFP's) were opened on June 30, 2017.

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

Stantec Consulting Services Inc. (only bidder)

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

Stantec Consulting Services Inc.
1500 Lake Shore Drive, Suite 100, Columbus, Ohio 43204
Elie Sabbagh, P.E. 614-486-4383, Elie.Sabbagh@stantec.com
Original CT: PO098680
Renewal #1: PO180442

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 work performed to date by Stantec Consulting Services Inc. (Stantec) (PO098680) has included a preliminary assessment study, and development of the draft standards and sunset guidance documents (Phase 1 – Original Contract) for the Land Stewardship Update project. During this Phase 1 portion of the planned work, Stantec and their project team evaluated the existing program, benchmarking against other comparable programs across the nation. Draft design standards were developed and a preliminary assessment study assessed the applicability using desktop analysis, field condition verification and adjacent property owner meetings using 45 sites across Hoover, Griggs, and O'Shaughnessy Reservoirs. The sites were selected to provide the range of environmental and geological characteristics. Based upon the draft design standards, a sunset guidance document was developed which provides a template to transition existing land stewardship agreements and land use (i.e. mowing and non-conforming structures) to the revised program.

Renewal No. 1 (PO180442) provided detailed eligibility determination and updated program implementation services (Phase 2) of the planned work for the Land Stewardship Update project. The detailed eligibility determination work has been completed based on the final design standards and sunset guidance documents. Planned work will conclude with the delivery of the final program and standards document along with individual land stewardship

design and transition plans for all city-owned property adjacent to Hoover, Griggs, and O’Shaughnessy Reservoirs.

This Modification No. 2 will provide a change to the scope of services for Renewal No. 1 at no additional contract increase. It will authorize the development and hosting of an external website to support and effectively communicate the rollout of the updated land stewardship program.

The Division may need to enter into a future Renewal (No. 3) which could include services to address more complex concepts that may develop or be discovered during the initial two phases of this project, and unexpected situations requiring unique solutions or plans.

The Community Planning Area for this project is “N/A” since the project covers several communities.

6. An updated contract timeline to contract completion.

The original total term of the engineering agreement is approximately three and a half years (40 months). The revised total term of the engineering agreement is approximately eight years (97 months) as Modification No. 2 includes external website hosting and management services on an as-authorized time period beyond completion of the other project services. This revised term includes Engineering for all Phases, which includes: Preliminary Assessment Study, Draft Design Standards and Sunset Guidance document development Services (Phase 1 – Original Contract), Detailed Eligibility Determination and Updated Program Implementation Services (Phase 2 – Renewal No. 1), Website Development and External Hosting Services (Modification No. 2) and Engineering Services TBD as necessary (Phase 3 – Renewal No. 3).

Preliminary Assessment Study, Draft Design Standards and Sunset Guidance document development services (Phase 1 – Original Contract) began during the first quarter of 2018. Renewal No. 1 for the Detailed Eligibility Determination and updated program implementation services (Phase 2) services began during the third quarter of year 2 (2019). Modification No. 2 is being proposed in the fourth quarter of year 3 (2020). Engineering Services TBD as necessary (Phase 3) will be determined based upon completed work and lessons learned with Phase 2 – Renewal No. 1, which is currently estimated to be completed second quarter of 2021.

The estimated ending month and year of the agreement is February 2026.

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 work performed under this project will update and improve the City’s land stewardship program which will support the City’s efforts to managed city-owned property adjacent to the drinking water sources of Hoover, O’Shaughnessy, and Griggs Reservoirs. In addition, the performed work will protect the environmental integrity of the city’s properties along the reservoirs’ shorelines, and the drinking water supplies, while addressing the city’s

willingness to allow adjacent property owners to perform stewardship activities on city property.

Planned work associated with services for Renewal No. 1 and Modification No. 2 will have outward communication and briefing with external stakeholders. An external website will be developed and hosted to effectively communicate the updated land stewardship program. A virtual presentation on the updated program will be conducted during the first quarter of 2021.

Improvements to the existing land stewardship program will provide better transparency and consistent application of the program design standards across city-owned property for the adjacent property owners. This program update will ensure continued protection of the environmental integrity of the landscape by promoting riparian buffers which reduce sedimentation, provide embankment stabilization, naturally filter storm water runoff and other potential pollutant sources, and protect the raw water supply for the City.

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

Renewal No. 1 was approved under Ordinance No. 1241-2019 in the amount of \$903,800.00
Contract No. PO180442.

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 Modification No. 2 provides authorization to modify the current contract to include website development and external hosting services for the land stewardship program. The Stantec Team (RAMA, an authorized subcontractor and task lead) will work collaboratively with the City to develop a new externally hosted website for the City of Columbus Land Stewardship Program. This website will include informational elements regarding the program in addition to links to the City of Columbus website and the finalized design and transition (as applicable) plans for each property eligible for the Land Stewardship Program. Included in this task is up to five years of external website hosting fees and annual maintenance associated with program updates and uploading of new content.

10. If the contract modifications 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 modifications of the contract scope and amount.)

When Renewal No. 1 was developed and executed, it was anticipated the consultant would provide review and recommendations for updating the city website for proper communication of the land stewardship program. Based upon the performed work and research into other programs and projects, the recommendation was made to present the information through an externally developed and hosted website. This would allow for more effective communication and provide timely updates due to the complexities of the updated land stewardship program rollout.

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

The detailed eligibility determination and updated program implementation (Phase 2) services were included in the RFP advertisement for which the Division received proposals on July 28, 2017 from one interested firm. As it pertains to the current Modification No. 2, the current consultant has since gained detailed knowledge of the revised land stewardship program, including design standards criteria and city-owned reservoir property, which is essential for completing the website development and external hosting for the land stewardship program. The proposed work can also be completed by the consultant with no additional contract increase. Awarding this work to a new consultant would require duplication of project work already performed, increasing project costs and extending the project schedule.

12. A cost summary to include the original contract amount, the cost of each modifications 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.

COST SUMMARY:

Phase 1 – Study and Preliminary Assessment (original CT amount)	\$ 529,500.00
Phase 2 - Detailed Eligibility Determination (Renewal No. 1)	\$ 903,800.00
Modification 2 (current) – Updated Scope of Services for Website	
Development	\$ 0.00
Phase 3 - Services TBD if necessary (future renewal estimate)	\$ 250,000.00
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Estimated Engineering Contract Cost Total	\$1,683,300.00

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

Stantec Consulting Services projected the hours/resources necessary to complete the Modification No. 2 services based on anticipated design needs and the available budget under the current contact (Renewal No. 1), and the resulting scope and cost was reviewed by the City.