

**DEPARTMENT OF PUBLIC UTILITIES
FISCAL – CAPITAL IMPROVEMENTS SECTION
REQUEST FOR LEGISLATION FORM**

DATE SUBMITTED TO FISCAL: 6/3/13

PROJECT ENGINEER: W. Keith Gilbert, P.E.

PROJECT NAME: Department of Public Utilities General Engineering Consultant

CIP #: 650260-100000

\$: 350,000.00

VENDOR NAME: Chester Engineers, Inc.

TYPE: Engineering Agreement: _____

Engineering Agreement Modification: X

Construction Contract: _____

Construction Contract Modification: _____

Guaranteed Maximum Cost Agreement: _____

Reimbursement: _____

Waive Competitive Bidding Provisions:* _____

Other: _____

DESIGNATION: Emergency 30-Day X

JUSTIFICATION FOR EMERGENCY DESIGNATION:

OTHER DIVISION/AGENCIES PARTICIPATING:

(Provide project name, amount and contact information)

RFSQ & RFP INFORMATION (Engineering Only):

- 1) What companies sent in an RFSQ and when were they received?
- 2) When were the RFP's received? July 31, 2012
- 3) State the scoring criteria and how the recommended bidder was determined?

NOTES & OTHER INFORMATION:

In addition to submitting this form, attach the following:

Construction Contracts

- Electronic Information Sheet
- Electronic Map (not necessary for Citywide or Plant Proj.)
- Electronic Bid Waiver (if applicable)*
- Electronic Bid Tabulation (if not prepared by Fiscal)
- Electronic Quality Factor Form (if not prepared by Fiscal)
- Successful bid book and 5 blank books

Engineering Agreements

- Electronic Information Sheet
- Electronic Map
- Electronic Bid Waiver (if applicable)*
- Electronic Engineering Agreement
(Incl. appendices for Time Schedule, Labor Hours, Cost Summary, and Design/Maps)