

**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>
ARCADIS U.S., Inc.	57-0373224 – 7/10/15	Columbus/OH	MAJ

2. **What type of bidding process was used (ITB, RFP, RFSQ, Competitive Bid).**  
A Hybrid RFSQ/RFP process was used; responses were received June 24, 2011.
3. **List the ranking and order of all bidders.**  
ARCADIS U.S., Inc. (only proposal submitted)
4. **Complete address, contact name, phone number, and e-mail address for the successful bidder only.**  
ARCADIS U.S., Inc.  
100 E. Campus View Blvd., Suite 200  
Columbus, OH 43240  
Jim Hays, P.E., Client Liaison, (614) 430-2627, [Jim.hays@arcadis-us.com](mailto:Jim.hays@arcadis-us.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 project involved performing a comprehensive water audit of the Columbus water distribution system to identify and quantify water losses, and to make recommendations for initiatives to reduce future losses. The proposed future work to be performed consists of providing support to the Department of Technology in development of additional reporting mechanisms within the Columbus Utility Billing System to provide better output of CUBS information for future water auditing and other reporting purposes.
6. **An updated contract timeline to contract completion.**  
One year from authorization to proceed.
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 economic impact will be in the reduction of water losses and their associated costs by more accurate determination of water losses from the CUBS data. This will also reduce the required frequency of external audits to accomplish this process.
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.)**  
None 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.)**

There are three tasks to be performed by the consultant. Task 1 is to define the data and data processing requirements of the CUBS billing system to define the process necessary for development of additional reporting routines. Task 2 is to design these solutions for development of the additional reporting routines. Task 3 is to implement the design in CUBS. In addition, two contingencies for the consultant providing support to DOT, authorized as needed, will be set up.

**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 audit identified the need for new and improved consumption and financial reports in the billing system (CUBS).

**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.)**

ARCADIS, U.S., Inc. spent over a year performing detailed analysis of the reporting routines and water consumption data for the 289,000 water customers and are intimately familiar with the CUBS billing system.

**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 - \$347,592.11 (EL012420)

Proposed Contract Modification - \$170,440.00

Tasks 1 & 2 – Data Requirements and Design - \$50,400.00

Task 3 – Implementation - \$30,000.00

Contingency No. 1 – DOT support as needed in accomplishing Tasks 1, 2, 3 - \$30,000.00

Contingency No. 2 – DOT support for CUBS analysis for financial routines - \$55,000.00

- Contingencies to be authorized as needed (consultant supporting DOT)

Standard Contingency (10%) of Tasks 1 & 2 - \$5,040.00

Total Contract Amount = \$518,032.11

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

A cost estimate, including labor hours, was provided by the consultant.