

**INFORMATION TO BE INCLUDED IN ALL  
LEGISLATION AUTHORIZING MODIFYING CONTRACTS**

**ORDINANCE NO. 0285-2007**

**CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES  
2007 SANITARY SEWER IMPROVEMENT PROJECTS**

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**1. The names of all companies bidding or submitting an RFP or RFSQ**

- A. DLZ Ohio, Inc.
- B. R.D. Zande & Associates, Inc.
- C. Burgess & Niple
- D. Dynotec
- E. EMH&T
- F. H.R. Gray
- G. URS Corporation

**2. The location by City and State of all companies bidding or submitting an RFP or RFSQ**

- A. DLZ Ohio, Inc., Columbus, Ohio
- B. R.D. Zande & Associates, Inc., Columbus, Ohio
- C. Burgess & Niple, Columbus, Ohio
- D. Dynotec, Columbus, Ohio
- E. EMH&T, Columbus, Ohio
- F. H.R. Gray, Columbus, Ohio
- G. URS Corporation, Columbus, Ohio

**3. The status, Majority, MBE or FBE, of all companies bidding or submitting an RFP or RFSQ**

- A. DLZ Ohio, Inc. - Majority
- B. R.D. Zande & Associates, Inc. - Majority
- C. Burgess & Niple - Majority
- D. Dynotec - MBE
- E. EMH&T – Majority
- F. H.R. Gray – Majority
- G. URS Corporation – Majority

**4. The name and location of the firm awarded the original contract and the Contract Number**

R.D. Zande & Associates, Inc. | 1500 Lakeshore Drive, Suite 100, 432014 | EL006018

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

This contract was established to provide construction administration and inspection services for the Division of Sewerage and Drainage's Sewer System Engineering Section. This contract will included planned contract modifications for purposes of authorizing additional funds and services for projects that are ready to go to construction or will bid in 1<sup>st</sup> half of 2007.

Construction administration requires the consultant to be the City's representative to the contractor. These services generally consist of maintaining and communicating project

information, conducting and recording project meetings, reporting on project progress, verifying the contractor's compliance with required schedules, verifying the contractor's payment requests, evaluating and negotiating proposed changes in the construction work, providing materials testing, coordinating quality control verification work, and other activities as required by the contract.

Inspection services generally include observing and verifying construction work, providing clarifications of the construction documents in the field, responding to contractor's inquiries, documenting needed changes to the construction work, providing evaluations and recommendations on the acceptability of the contractor's work, maintaining as-built drawings of the facility being constructed for record plan purposes, and other activities as required by the contract.

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

This contract was procured with the intention of entering into planned contract modifications during fiscal year of 2006 and 2007, as projects are ready to construct and funding can be accomplished. This contract will be rebid during late 2007 for purposes of ensuring that said services are available for Fiscal Years 2008 through 2010.

**7. 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**

This is the first of several anticipated modifications to the original contract. An exact dollar amount cannot be projected now, in so much as the allocation of these services is dependent upon the bid status of projects; the current contracted backlog of services for this vendor; and project funding status.

**8. 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)**

R.D. Zande & Associates, Inc. will perform construction administration and inspection services for these projects. There is no phasing on these projects.

Construction administration requires the consultant to be the City's representative to the contractor. These services generally consist of maintaining and communicating project information, conducting and recording project meetings, reporting on project progress, verifying the contractor's compliance with required schedules, verifying the contractor's payment requests, evaluating and negotiating proposed changes in the construction work, providing materials testing, coordinating quality control verification work, and other activities as required by the contract.

Inspection services generally include observing and verifying construction work, providing clarifications of the construction documents in the field, responding to contractor's inquiries, documenting needed changes to the construction work, providing evaluations and recommendations on the acceptability of the contractor's work, maintaining as-built drawings of the facility being constructed for record plan purposes, and other activities as required by the contract.

**9. 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.)**

Planned contract modifications were anticipated in this original contract procurement.

**10. 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 original contract was established to provide services incrementally as projects were bid for construction and funding was secured.

**11. 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 future known modifications and a total estimate of the contract cost**

Original contract:

|                            |                     |
|----------------------------|---------------------|
| CIP 650668 Contract Amount | \$198,522.00        |
| CIP 650680 Contract Amount | \$58,627.48         |
| CIP 650683 Contract Amount | <u>\$122,995.97</u> |
|                            | \$380,145.45        |

Contract Mod. No. 1:

|                            |                     |
|----------------------------|---------------------|
| CIP 650100 Contract Amount | \$50,000.00         |
| CIP 650650 Contract Amount | \$61,293.29         |
| CIP 650651 Contract Amount | \$79,668.62         |
| CIP 650656 Contract Amount | \$68,708.80         |
| CIP 650657 Contract Amount | \$107,283.90        |
| CIP 650670 Contract Amount | <u>\$198,783.10</u> |
| Total                      | \$565,737.71        |

This Modification

|                               |                     |
|-------------------------------|---------------------|
| CIP 650631 Contract Amount    | \$10,000.00         |
| CIP 611004 Contract Amount    | \$41,000.00         |
| CIP 650665 Contract Amount    | \$12,000.00         |
| CIP 650404.32 Contract Amount | \$15,820.08         |
| CIP 650719 Contract Amount    | \$38,000.00         |
| CIP 650720 Contract Amount    | \$39,000.00         |
| CIP 650721 Contract Amount    | \$33,000.00         |
| CIP 650723 Contract Amount    | \$51,000.00         |
| CIP 650698 Contract Amount    | \$47,997.49         |
| CIP 650600.8 Contract Amount  | \$61,000.00         |
| CIP 650697 Contract Amount    | \$69,739.85         |
| CIP 650682 Contract Amount    | \$80,000.00         |
| CIP 650685 Contract Amount    | \$150,000.00        |
| CIP 650673 Contract Amount    | \$172,484.84        |
| CIP 650666 Contract Amount    | \$199,013.70        |
| CIP 650679 Contract Amount    | <u>\$220,877.44</u> |
| Total                         | \$1,240,933.40      |

This is the second of several anticipated modifications to the original contract. An exact dollar amount cannot be projected now, in so much as the allocation of these services is dependent upon the bid status of projects; the current contracted backlog of services for this vendor; and project funding status.