

Ord. No.: 0687-2014

Information to be included in all Legislation Modifying Contracts:

The names of all companies bidding, or submitting an RFP or RFSQ, for the original contract.

MAD Scientist & Associates LLC
McDaniel's Construction in conjunction with Tatum Landscaping
DBI Services
Watershed Organic Lawn Care and Landscape
Hickman Lawn Care (proposal was submitted late and therefore nonresponsive)

The location by City and State of all companies bidding, or submitting an RFP or RFSQ, for the original contract.

MAD Scientist & Associates LLC – Westerville, OH/ Medina, OH
McDaniel's Construction in conjunction with Tatum Landscaping – Columbus, OH / Gahanna, OH
DBI Services – Oak Harbor, OH
Watershed Organic Lawn Care and Landscape – Columbus, OH
Hickman Lawn Care – Grove City, OH

The status, Majority, MBE, FBE, of all companies bidding, or submitting an RFP or RFSQ, for the original contract.

MAD Scientist & Associates LLC - MAJ
McDaniel's Construction in conjunction with Tatum Landscaping – MBE / MAJ
DBI Services - MAJ
Watershed Organic Lawn Care and Landscape - MAJ
Hickman Lawn Care - MAJ

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

Watershed Organic Lawn Care and Landscape – Columbus, OH – EL014501

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.

Maintenance: Maintenance includes the following: remove accumulated sediment and debris, trim plants as needed, replace any dead or stressed plants with identical or otherwise City-approved plants, and replenish the mulch layer to design specifications. Any eroded areas will be repaired as soon as they are detected. Inspect the structure for clogging and structural soundness.

General up-keep includes trash removal and regular weeding. Weeding is defined as the removal of the entire plant, including the root, by hand pulling with or without the use of small hand tools. A weed is defined as any plant species not on the original planting and/or seed lists. Each basin, including living walls where applicable, will have a minimum weeding schedule of one time per month in March, April, September and October and two times per month from May through August. Additional weeding may be necessary to adequately control weeds. Attachment C contains a list of aggressive, noxious and invasive weeds that will be removed.

Performance and Inspection: To ensure proper performance, visually inspect that stormwater is infiltrating properly into the bioretention basin. Water ponding in a bioretention basin for more than 48 hours may indicate operational problems. Corrective measures include inspection for and removal of accumulated sediments. If underdrain is clogged, water jet and vacuum clean. If the problem persists after the underdrains are cleaned, the filtration soil media may need to be aerated or replaced. Underdrain cleaning and soil aeration or replacement should only be performed when warranted. Perform this inspection:

- annually in spring, and
- after heavy rainfall measuring 1" or more

When structural deficiencies are identified, the contract manager will be notified and the City will perform the required work.

An overall, thorough inspection will occur once in the spring (March 1 to April 30) and once in the fall (September 1 to October 31) and include:

1. Check each bioretention basin for standing water. Make note of any basin with standing water if inspection is conducted at least 72 hours after the most recent rainfall.
2. Check the bioretention basins for obvious structural damage or vandalism. Report (with photograph) any significant damage to City contract manager.
3. Remove any obvious dead branches from plants.
4. Inspect plants and make recommendation on replacement of dead plants. Contractor shall take a photo of plants recommended for replacement and report findings to City contract manager.
5. Make sure the bioretention basins are free from trash and debris. Collect trash and dispose of properly.

The bioretention basin maintenance contractor will perform the following tasks:

Maintenance	Frequency
Weeding (hand pulling of weeds, disposed of properly)	Minimum 1x/month in March, April, September and October and 2x/ month from May through August. Additional weeding may be necessary to adequately control weeds. Weeds will be removed from basins and from living walls in applicable basins.
Removing trash and debris (disposed of properly)	Monthly
Pruning dead growth	As needed
Pruning for aesthetics	As needed
Reporting stressed or dead plants	As needed
Replenishing mulch layer	Inspect annually, replenish according to design specifications
Turning stones in splash basin	Monthly, in applicable basins
Vacuum removal of accumulated sediment	As needed, when underdrain is clogged
Cut down ornamental grasses to 6-8 inches above the soil.	1x in the Spring (March 1 to April 30)
Performance and Inspection	
Initial and year-end inspection (see above for specific guidelines)	1x in the Spring (March 1 to April 30) and 1x in the Fall (September 1 to October 31)
General health of cells	Monthly
Inspect for structural clogging and soundness (see above for specific guidelines)	Annually in Spring and after heavy rainfall
Visual inspection and reporting	Monthly

The City will pay direct hourly rates for inspection and maintenance of the basins and the cost of materials. In addition, contractor will be responsible for providing documentation of work performed (before and after photos of each basin, piles of weeds pulled) as part of its invoicing.

An updated contract timeline to contract completion.

Year 1 – June 17, 2013 – June 16, 2014
 Year 2 – June 17, 2013 – August 31, 2014

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)

Modification #1 - \$28,750 (Pending)

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 City is currently responsible for the maintenance of 50 basins located in the River South area of downtown and 38 basins located at Griggs, O'Shaughnessy and Hoover reservoirs. The contractor will work with Watershed Maintenance staff when performing maintenance at the basins located at the reservoirs. This modification is needed to ensure continued maintenance of the basins, which are located in highly visible areas, during the growing season (May 1, 2014 – August 31, 2014 while the procurement process is progressing toward the establishment of a new contract.

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 Division is currently in the process of evaluating bids for the award of a new contract for these services, but the new contract will not be in place before the existing contract expires. The Division is pleased with their performance and requests authority to modify the original contract to extend the contract completion date to August 31, 2014.

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 same exact service is required as originally bid. No lower pricing/more attractive terms and conditions are anticipated at this time.

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 – ORD #1027-2013 - \$43,435.00 – EL014501
Modification #1 – ORD #0687-2014 - \$28,750.00 - Pending

Total amount of the contract including Modification #1 - \$72,185.00

Note: The Contract should be considered to include any and all work that is anticipated to be awarded to the company awarded the original contract throughout the contract/project timeline. This includes the original contract and any and all future anticipated modifications to the contract to complete the contract/project.