

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 RFSO.**

<u>Name</u>	<u>C.C. No.</u>	<u>Exp. Date</u>	<u>City/State</u>	<u>Status</u>
M•E Companies	31-1442777	01/23/10	Westerville OH	Majority
E.P. Ferris & Associates Inc.	31-1194974	10/05/11	Columbus OH	Majority
W.E. Stilson Consulting Group, LLC	31-1702689	08/28/10	Columbus OH	Majority
Watcon Consulting Engineers	31-1686287	12/22/10	Reynoldsburg OH	Majority

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

3. **List the ranking and order of all bidders.**
The ranking was how they are listed in 1 above.

4. **The name, address, contact name, phone number and contract number of the firm awarded the original contract.**

M•E Companies
635 Brooksedge Boulevard
Westerville, Ohio 43081
Jeffrey D. Hackenbracht, P.E., Director of Transportation

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.**

M•E Companies has performed field survey work, developed base mapping, investigated proposed storm and sidewalk alignments, researched existing easement and right of way information. As part of the current contract they will prepare construction documents, prepare necessary easements, and field technical questions during construction.

No other phases of work are anticipated at this time.

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

Preparation of construction documents and easement will be completed by the end of 2010. It is anticipated that easement acquisition will take two years and that construction will begin in 2012. Engineering services will end with completion of construction.

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. (List each modification separately.)**

There have not been any previous contract modifications

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.)**

M•E Companies will complete additional field and design work to extend stormwater improvements along Lockbourne Road south from Marion Road to Buckeye Park Road.

They will also perform subsurface explorations to determine locations of underground utilities in the area as needed.

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.)

In response to the Mayor's sidewalk initiative, the Transportation Division requested the stormwater project scope be modified to include design of sidewalks. This modification resulted in an expansion of the stormwater project limits along Lockbourne Road to include design of stormwater infrastructure from Marion Road south to Buckeye Park Road.

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.)

This additional work is associated with the existing stormwater project being completed by M•E Companies. To bid this additional work will result in a major project delay to advertise, send out and process requests for proposals, and execute a contract. It will also result in higher costs to the City for M•E Companies to coordinate and verify the accuracy of the work performed by another consultant to be imported to bid documents which M•E is required to sign and seal.

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

Original Contract (EL006664)	\$145,224.43
Contract Modification #1 (Current)	\$59,361.96
Total Project Cost	\$204,586.39

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

Labor hours were estimated and associated costs determined.

13. Sub-Consultants identified to work on this contract, their contract compliance no. & expiration date, and their status (NPO, MAJ, MBE, FBE, HL1, AS1, or MBR):

<u>Name</u>	<u>C.C. No./Exp. Date</u>	<u>Status</u>
Not Applicable		

14. Scope of work for each subcontractor and their estimate of dollar value to be paid.

Not Applicable

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.

Updated as of 4-3-09 (JPM)