

**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./Exp. Date</u>	<u>City/State</u>	<u>Status</u>
1. Cornerstone Maintenance Services Ltd.	010852059/ 01/03/2015	Plain City/OH	MAJ
2. Capital City Mechanical Inc.	311779812/ 11/18/2015	Grove City/OH	MAJ

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

Competitive Bid

3. **List the ranking and order of all bidders.**

1. Cornerstone Maintenance Services Ltd.
2. Capital City Mechanical Inc.

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

Cornerstone Maintenance Services Ltd., 10779 US Hwy 42 South, Plain City, Ohio 43110  
Contact: Jim Skaggs, (614) 873-4781  
Contract No.: EL015926

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.**

This is a contract for HVAC & Air Purification Maintenance Services for the Department of Public Utilities facilities at Southerly Wastewater Treatment Plant, Jackson Pike Wastewater Treatment Plant, and Compost Facility. Other Department facilities may be added in the future. The work to be performed under this contract will be mainly HVAC & Air Purification units and their associated equipment and systems that require inspection, sampling, testing, troubleshooting, balancing, media replacement, maintenance, and repair or replacement of failed components. The work may also include updating of software for the various HVAC units or any HVAC associated equipment. Maintenance and repair of piping and ductwork are also considered part of the HVAC and Air Purification system and therefore part of the required work. This modification funds additional work for year one.

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

Year 1 June 30, 2014 to June 29, 2015  
Year 2 June 30, 2015 to June 29, 2016  
Year 3 June 30, 2016 to June 29, 2017  
Year 4 June 30, 2017 to June 29, 2018

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 regular inspection and maintenance of the HVAC and Air Purification Equipment provides the expected and planned life for this equipment. The HVAC and Air Purification

equipment provides proper environmental requirements to areas housing sensitive electronics and electrical equipment which monitors, operates and controls many plant processes and equipment. Without the proper environmental requirements, corrosive conditions could cause the failure of these components. Removal and replacement of the failed equipment, both HVAC, electronic and electrical components, would be a major impact to the budget. No community outreach or environmental factors are considered for this project.

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.)**

This is the first modification:

Modification #1 – Pending \$100,000.00

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.)**

The contract will continue to provide monthly HVAC and Air Purification Equipment Maintenance Services for the SWWTP, JPWWTP, and Compost Facility. The Sewer Maintenance Operations Center (SMOC) and collection system pumping stations' HVAC equipment will receive maintenance services on an as requested basis. This contract continues to permit the periodic updating of the equipment lists as new equipment is added and existing equipment is replaced or removed from service.

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.)**

Anticipated modification. The original budget for the first year of operation was not fully encumbered when the contract was awarded. Unexpected repairs and planned media replacements requires the remainder of the budgeted amount to be encumbered for use in the first year of the contract. This modification is to provide the funding necessary for the payment of services to be provided through June 29, 2015.

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.)**

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

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.**

This contract will be funded incrementally with modifications on approximately an annual basis. Four contract modifications are anticipated at this time. If unforeseen issues or difficulties are encountered that would require additional funding, a modification would be requested. The expected cost for this project is as follows:

EL015926 – Original Contract - \$282,759.00

Modification #1 - \$100,000.00 (year 1)

Modification #2 - \$385,000.00 (year 2)

Modification #3 - \$385,000.00 (year 3)

Modification #4 - \$385,000.00 (year 4)  
Total Estimated Cost - \$1,537,759.00

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

The original bidding documents contained Contract price increases for the second and third years.

**14. 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>
See attached Subcontractor Work Identification Form, October 10, 2014.		

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

See attached Subcontractor Work Identification Form, October 10, 2014.

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 4-10-10