

Ord No.

Information to be included in all Legislation authorizing entering into 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>
Hatch Associates Consultants	CC025646 / XX/XX	Columbus / OH	MAJ
T&M Associates	CC001614 / XX/XX	Columbus / OH	MAJ

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

Requests for Proposals (RFP's) were opened on October 1, 2021.

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

1. T&M Associates
2. Hatch Associates Consultants

4. **Complete address, contact name, phone number, and e-mail address for the successful bidder only.**

Shannon Markham
4675 Lakehurst Ct. Suite 250
Columbus, OH 43016
(614) 339-3380
smarkham@tandmassociates.com

5. **A full description of all work to be performed including a full description of work to be performed during any known phasing of the contract. The planning area should also be listed as well as any street or neighborhood names.**

See the following link for the "Community Planning Areas" on the Fiscal Intranet site here:
[Columbus Communities 1-23-2019.pdf](#)

General Engineering Consultant (GEC) Services are necessary to provide technical and engineering assistance to the Department of Public Utilities (DPU). Initial services are for Division of Sewerage and Drainage (DOSD) facilities. Additional DPU facilities may be added in the future. The GEC services may include the following tasks for small projects: investigations, inspections and evaluations of existing conditions, surveying, preparation of engineering or architectural drawings and specifications, review of contractors' submittals including shop drawings, maintenance and operation (M&O) manuals, Standard Operating Procedures (SOPs). The GEC services may also include assistance with new equipment or systems start-up and commissioning, instrumentation & control (I&C) work such as Human Machine Interface (HMI) and Programmable Logic Controller (PLC) programming, uploading documents onto the City's Project Management Information System (PMIS), computerized maintenance software, preparation of record plan drawings for small projects, technical assistance in the preparation of Facilities/Equipment Maintenance (FEM)

documents, and other similar related tasks. Small projects that may, on occasion, require engineering services under this contract include small Capital Improvement Projects (formerly known as “Plant Improvement Projects” or “PIPs”) and FEM service contracts. The small Capital Improvement Projects (CIP) will vary in nature and can include replacement and upgrade of equipment, materials, structural features, electrical, or instrumentation & control (I&C) work and their associated appurtenances that have served its useful life.

The actual construction and commissioning of upgrades in the several facilities will generally be accomplished by others.

Planning Area: 99 – Citywide

6. A narrative timeline for the contract including a beginning date, beginning and ending dates for known phases of the contract and a projected ending date.

T&M Associates will begin work after the notice to proceed is given upon execution of this contract. The contract duration is for three (3) years, starting upon the date of Contract Execution (listed on front page of the Engineering Agreement). The professional services shall be funded by incremental appropriation, through the use of approximately annual modifications. There are two (2) planned renewals to this project, December 2022 and December 2023.

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 performance of this project’s activities to provide engineering and technical services for CIPs and FEMs at DPU facilities will help them maintain peak operational performance. If left unperformed, the required work could become larger and more expensive that could produce a major impact to the budget. No community outreach is considered for this project.

8. An estimate of the full cost of the Contract including a separate estimate of any and all phases or proposed future contract modifications.

The original contract amount will be for \$500,000. Two additional contract renewals are anticipated at this time.

Cost summary:

Original Contract (current)	\$500,000.00
Renewal # 1	\$500,000.00
Proposed Renewal #2	\$500,000.00
CONTRACT TOTAL	\$1,500,000.00

9. Subconsultant information

***For engineering agreements:**

Information regarding subconsultants should be submitted on the Subcontractor Work Identification Form Located on the Fiscal Intranet site under “DPU Fiscal Forms” (see link): <http://dpuweb/DPUFiscal/tabid/148/Default.aspx>

This form should have 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), name, C.C. No./Exp. Date, status, brief Scope of work for each subcontractor, and their estimate of dollar value to be paid.