

**Ord No.: 2671-2016      DIRECTOR'S INFORMATION SHEET**

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 RFSQ.

<u>Name</u>	<u>C.C. No./Exp. Date</u>	<u>City/State</u>	<u>Status</u>
<i>DLZ Ohio, Inc.</i>			
<i>ms consultants, inc.</i>			
<i>Prime AE Group, Inc.</i>			
<i>Stantec Consulting Group, Inc.</i>			

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

3. List the ranking and order of all bidders.

<i>Prime AE Group, Inc.</i>	<i>89</i>
<i>DLZ Ohio, Inc.</i>	<i>88</i>
<i>Stantec Consulting Group, Inc.</i>	<i>86</i>
<i>ms consultants, inc.</i>	<i>72</i>

4. Complete address, contact name, phone number, and e-mail address for the successful bidder only.  
**\*\*The top 3 firms were selected for 3 year contract durations (2014-2016).\*\***

*Stantec Consulting Services, Inc.  
1500 Lake Shore Drive  
Columbus, Ohio 43204  
Elie Sabbagh, PE, Senior Principal  
(614) 643-4434*

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.

*Stantec has provided Construction Administration/Inspection (CA/CI) Services for Division of Sewerage and Drainage Capital Improvement Projects throughout the City of Columbus. Services include oversight during construction to ensure that work performed by the construction contractor conforms to project plans and specifications. CA/CI services include review of contractor requests for information, track and review force account work, aid in developing solutions to problems that arise during construction, and interact with residents to answer questions or resolve issues.*

6. An updated contract timeline to contract completion.

*Construction administration and inspection work is dependent on the schedules of the projects under construction. Construction projects to be overseen by this contract will bid by the end of 2016. Construction duration is dependent on the project itself and varies. It is anticipated that construction of projects overseen by this contract will be completed by late 2019.*

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.

*Division of Sewerage and Drainage projects include rehabilitation of existing sewers, repairs to existing sewers, and construction of new sewers. The majority of the projects will reduce inflow and infiltration to the City's sanitary sewer system thus mitigating sanitary sewer overflows to basements and waterways.*

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.)

*Modification #1 (this mod): \$1,198,450.52*

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.)

*Stantec will continue providing Construction Administration/Inspection Services for Division of Sewerage and Drainage Capital Improvement Projects. Services include oversight of construction work to ensure conformance to project plans and specification, review of requests for information, track and review force account work, help in developing solutions to problems that arise during construction, and interaction with residents to address questions/ issues.*

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.)

*This is a planned contract modification that provides funds for continued construction inspection and construction administration of Division of Sewerage and Drainage Capital Improvement Projects.*

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.)

*This is a planned contract modification of a multi-year contract. Due to the sheer volume of construction work performed the Division of Sewerage and Drainage has CA/CI Service Contracts with 3 firms each contract is a multi-year. This is the last year for the current set contracts.*

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.

<i>Original Contract</i>	<i>\$1,662,000</i>	<i>(EL017143)</i>
<i>Mod #1</i>	<i>\$1,198,450.52</i>	
<i>Total</i>	<i>\$2,860,450.52</i>	

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

*The modification amount is based on full time inspection of the various construction projects, the anticipated duration of the various construction projects, and estimated administrative oversight needed for each project.*

#### 14. 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.