

**INFORMATION TO BE INCLUDED IN ALL  
LEGISLATION AUTHORIZING MODIFYING CONTRACTS**

**ORDINANCE NO. 0706-2008**

**CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES  
SANITARY SEWER IMPROVEMENT PROJECTS**

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**1. The names of all companies bidding or submitting an RFP or RFSQ**

- A. DLZ Ohio, Inc.
- B. R.D. Zande & Associates, Inc.
- C. Burgess & Niple
- D. Dynotec
- E. EMH&T
- F. H.R. Gray
- G. URS Corporation

**2. The location by City and State of all companies bidding or submitting an RFP or RFSQ**

- A. DLZ Ohio, Inc., Columbus, Ohio
- B. R.D. Zande & Associates, Inc., Columbus, Ohio
- C. Burgess & Niple, Columbus, Ohio
- D. Dynotec, Columbus, Ohio
- E. EMH&T, Columbus, Ohio
- F. H.R. Gray, Columbus, Ohio
- G. URS Corporation, Columbus, Ohio

**3. The status, Majority, MBE or FBE, of all companies bidding or submitting an RFP or RFSQ**

- A. DLZ Ohio, Inc. - Majority
- B. R.D. Zande & Associates, Inc. - Majority
- C. Burgess & Niple - Majority
- D. Dynotec - MBE
- E. EMH&T – Majority
- F. H.R. Gray – Majority
- G. URS Corporation – Majority

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

DLZ Ohio, Inc. | 6121 Huntley Road, 43229 | EL006064

**5. A description of work performed to date as part of the contract and a full description of the work to be performed during any future phasing of the contract**

This contract was established to provide construction administration and inspection services for the Division of Sewerage and Drainage's Sewer System Engineering Section. This contract will include planned contract modifications for purposes of authorizing additional funds and services for projects that are ready to go to construction or will bid in during the duration of this three year term contract.

Construction administration requires the consultant to be the City's representative to the contractor. These services generally consist of maintaining and communicating project

information, conducting and recording project meetings, reporting on project progress, verifying the contractor's compliance with required schedules, verifying the contractor's payment requests, evaluating and negotiating proposed changes in the construction work, providing materials testing, coordinating quality control verification work, and other activities as required by the contract.

Inspection services generally include observing and verifying construction work, providing clarifications of the construction documents in the field, responding to contractor's inquiries, documenting needed changes to the construction work, providing evaluations and recommendations on the acceptability of the contractor's work, maintaining as-built drawings of the facility being constructed for record plan purposes, and other activities as required by the contract.

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

This contract was procured with the intention of entering into planned contract modifications during fiscal year of 2006 and 2007, as projects are ready to construct and funding can be accomplished. These contract services were being rebid in late 2007 for purposes of establishing services for those projects being undertaken in Fiscal Years 2008 through 2010.

**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**

This is the last of 3 planned contract modifications to the original contract.

Original Contract Award:	EL006064:	\$317,104.82
Contract Mod. No. 1:	EL006447:	\$460,836.84
Contract Mod. No. 2:	EL007149:	\$1,413,022.77
Contract Mod. No. 3:	(This Mod.)	\$388,336.54 (FINAL MOD.)
TOTAL		\$2,579,300.97

**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)**

DLZ Ohio, Inc. will perform construction administration and inspection services for these projects. There is no phasing on these projects.

Construction administration requires the consultant to be the City's representative to the contractor. These services generally consist of maintaining and communicating project information, conducting and recording project meetings, reporting on project progress, verifying the contractor's compliance with required schedules, verifying the contractor's payment requests, evaluating and negotiating proposed changes in the construction work, providing materials testing, coordinating quality control verification work, and other activities as required by the contract.

Inspection services generally include observing and verifying construction work, providing clarifications of the construction documents in the field, responding to contractor's inquiries, documenting needed changes to the construction work, providing evaluations and recommendations on the acceptability of the contractor's work, maintaining as-built drawings of the facility being constructed for record plan purposes, and other activities as required by the contract.

**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.)**

Planned contract modifications were anticipated in this original contract procurement.

**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)**

The original contract was established to provide services incrementally as projects were bid for construction and funding was secured.

**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 future known modifications and a total estimate of the contract cost**

Original contract:		
	CIP 650634 Contract Amount	\$64,276.51
	CIP 650635 Contract Amount	\$168,936.60
	CIP 650636 Contract Amount	<u>\$83,891.71</u>
	Total	\$317,104.82
Contract Mod. No. 1:	CIP 650100 Contract Amount	\$50,000.00
	CIP 650667 Contract Amount	\$12,858.00
	CIP 650671 Contract Amount	\$198,989.42
	CIP 650675 Contract Amount	<u>\$198,989.42</u>
	Total	\$460,836.84
Contract Mod. No. 2:	CIP 650404.18 Contract Amount	\$209,681.55
	CIP 650404.30 Contract Amount	\$69,851.06
	CIP 650672 Contract Amount	\$200,000.00
	CIP 650674 Contract Amount	\$135,178.15
	CIP 650676 Contract Amount	\$150,000.00
	CIP 650681 Contract Amount	\$200,000.00
	CIP 650684 Contract Amount	\$150,000.00
	CIP 650693 Contract Amount	<u>\$298,312.01</u>
	Total	\$1,413,022.77
Contract Mod. No. 3:	CIP 650671 Contract Amount	\$134,801.00
	CIP 650675 Contract Amount	\$140,538.67
	CIP 650681 Contract Amount	\$63,856.86
	CIP 650672 Contract Amount	\$19,375.24
	CIP 650732 Contract Amount	<u>\$29,764.77</u>
	Total	\$388,336.54

This is the third and final anticipated modification to the original contract. The total amount of contract services under this procurement is estimated to be \$2,579,300.97. It should be noted that these are estimates of the proposed scope of services, and that it is entirely reasonable that the actual amount expended will be less than what has been encumbered .