

**DEPARTMENT OF PUBLIC UTILITIES
FISCAL – CAPITAL IMPROVEMENTS SECTION
REQUEST FOR LEGISLATION FORM**

DATE SUBMITTED TO FISCAL: January 22, 2009 **PROJECT ENGINEER:** Gary Pittman
PROJECT NAME: High Street conversion Phase 2 **CIP #:** 670784 **\$:** 130,281.17

VENDOR NAME: American Electric Power

TYPE: Engineering Agreement: _____ Engineering Agreement Modification: _____
Construction Contract: X Construction Contract Modification: _____
Guaranteed Maximum Cost Agreement: _____ Reimbursement:
Waive Competitive Bidding Provisions:* X Other: _____

DESIGNATION: Emergency _____ 30-Day X

JUSTIFICATION FOR EMERGENCY DESIGNATION: N/A

OTHER DIVISION/AGENCIES PARTICIPATING: N/A
(Provide project name, amount and contact information)

RFSQ & RFP INFORMATION (Engineering Only): N/A

- 1) What companies sent in an RFSQ and when were they received?
- 2) When were the RFP's received?
- 3) State the scoring criteria and how the recommended bidder was determined?

NOTES & OTHER INFORMATION:

In addition to submitting this form, attach the following:

Construction Contracts

- Electronic Information Sheet
- Electronic Map (not necessary for Citywide or Plant Proj.)
- Electronic Bid Waiver (if applicable)*
- Electronic Bid Tabulation (if not prepared by Fiscal)
- Electronic Quality Factor Form (if not prepared by Fiscal)
- Successful bid book and 5 blank books

Engineering Agreements

- Electronic Information Sheet
- Electronic Map
- Electronic Bid Waiver (if applicable)*
- Electronic Engineering Agreement
(Incl. appendices for Time Schedule, Labor Hours, Cost Summary, and Design/Maps)