

Information to be included in all Legislation authorizing entering into a Contract:

1. **The names, contract compliance no., location by City/State and status of all companies submitting a competitive bid or submitting an RFP or RFSQ.**

<u>Name</u>	<u>C.C. No.</u>	<u>City/State</u>	<u>Maj/MBE/FBE</u>
Power Line Supply Company	34-1783949	Lima, OH	Maj
Van Tran Industries	74-2568917	Waco, TX	Maj
Ermco	61-0701489	Dyersburg, TN	Maj
Square D by Schneider Electric	36-2440683	Westerville, OH	Maj

2. **Complete address, contact name and phone number for the successful bidder only.**

Power Line Supply Company
1403 Neubrecht Rd.
Lima, OH 45801

Van Tran Industries
7711 Imperial Dr.
Waco, TX 76712

3. **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.** Purchase of seventeen (17) three-phase pad mount and three-phase subway transformers.
4. **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.** The projects requiring these transformers will start in November thru April with completion fall of 2009. These projects are for infrastructure construction and improvement.

An estimate of the full cost of the Contract including a separate estimate of any and all phases or proposed future contract modifications. This legislation is for the purchase of seventeen transformers. No phases or modifications are expected.

6. **Sub-Consultants identified to work on this contract:**

N/A

Ord No.: N/A

Information to be included in all Legislation Modifying a Contract:

1. **The names, location by City/State and status of all companies that submitted a competitive bid or RFP/RFSQ for the original contract.**

<u>Name</u>	<u>City/State</u>	<u>Majority/MBE/FBE</u>
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2. **The name, address, contact name, phone number and contract number of the firm awarded the original contract.**

3. **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.**

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

5. **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.)**

6. **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.)**

7. **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.)**

8. **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.)**

9. **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.**

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

11. **Sub-Consultants identified to work on this contract:**

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.

7-20-07