

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>
1. Burgess & Niple, Inc	004425 2/9/2024	Columbus/OH	MAJ
o Murphy Epson Inc. (Subcontractor)	004934 1/26/2025	Columbus/OH	WBE
2. Stantec Consulting Services, Inc	000462 7/28/2023	Columbus/OH	MAJ

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

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

1. Burgess & Niple, Inc.
2. Stantec Consulting Services, Inc

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

Burgess & Niple
330 Rush Alley, Suite 700
Columbus, OH 43215
Contact: Roberta “Robbie” Cameruca, robbie.cameruca@burgessniple.com,
614.459.7272 x1402

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 professional grant writing consultant will help with researching, developing, writing, preparing and submitting successful grant proposals for federal and state government grants and private foundation grants. Primary responsibilities include identifying and responding to all eligible grant opportunities selected by the City and providing advocacy guidance.

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.**

The contract was bid as a one year agreement, with two renewal options. It is expected to go into effect in May 2023 and, pending execution of both renewal options, would run through May 2026.

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 consultant will assist the City in procuring federal, state, and private funds to support various City projects. It depends on the specific grants that are available, but such funding will likely benefit the City’s residents, environmental goals, infrastructure projects and more. It is advantageous to use other sources of funding because it allows the City to do more with its own revenue.

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 first year of the contract is estimated to be up to \$250,000. There are no estimates yet for years two and three.

9. Office of Diversity and Inclusion, Declared MBE/ WBE Goal for this project.

The ODI declared Goal for this project was 0%. This contract opportunity was submitted to the City's Office of Diversity and Inclusion (ODI) for review and assignment of an MBE/WBE goal prior to bidding. ODI determined there was not an opportunity for MBE/WBE participation in this contract and did not assign a goal. This contract was not bid with a City of Columbus MBE/WBE Program goal and the requirements of the City's MBE/WBE Program are not applicable to this contract.