

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>
DLZ, Inc.	31-1268980 / 2-28-15	Columbus, OH	ASN/MBR
E.P. Ferris & Assoc.	31-1194974/ 7-10-15	Columbus, OH	MAJ
WD Partners	31-1451969/ INACTIVE	Columbus, OH	MAJ

2. **What type of bidding process was used (ITB, RFP, RFSQ, Competitive Bid).**
RFSQ and RFP
3. **List the ranking and order of all bidders.**
1 - E.P. Ferris & Assoc.
2 - DLZ, Inc.
3 - WD Partners
4. **The name, address, contact name, phone number and contract number of the firm awarded the original contract.**
Matthew E. Ferris, PE, PS
President
E.P. Ferris & Associates, Inc.
880 King Ave
Columbus, Oh 43212
(614) 299-2999 ph (614) 299-2992 fax
www.epferris.com
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.**
The Engineer has surveyed the area, designed separate plans for storm and sanitary sewers, and obtained easements. In the future, storm sewer plans will need to be updated and bid package prepared.
6. **An updated contract timeline to contract completion.**
Complete sanitary sewer plans and bid the project by August 2014
Complete sanitary sewer construction by August 2015
Complete storm sewer plans and bid the project by August 2016 (tentative)
Complete storm sewer construction by August 2017 (tentative)
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 Septic Tank Elimination Program (STEP) will provide financial assistance to participating homeowners to help defer the costs of septic system abandonment and connection to the new sewer. This project will eliminate septic systems which can fail and pollute the streams and rivers. Also, converting from a septic system to sanitary sewer service has a positive impact to the property values. The community is aware of this project

and the City has worked closely with the residents to ensure that the sewer alignment and construction will have as minimal an impact as possible.

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.)

MOD1 = \$45,055.00 (\$19,541.68 storm; \$25,513.32 sanitary)
(EL005393 Authorized 07-22-2005)

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.)

Update the sanitary sewer plans, prepare bid documents and provide assistance during bidding and construction. Following completion of the sanitary sewer construction, update the storm sewer plans, prepare bid documents and provide assistance during bidding and construction.

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.)

The project had been temporarily suspended while the new Septic Tank Elimination Program (STEP) was being implemented. Following STEP implementation, the sanitary sewer plans have to be updated to reflect changes which have occurred since the plans had been completed. Similarly, storm plans will have to be updated in the future to reflect sanitary sewer as-built information.

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.)

The additional work that needs to be performed consists mainly of updates to the completed plans and preparation of bid documents, and, as such, is not conducive to being performed by a different consultant.

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.

1) Original Contract Amount = \$ 58,923.58 (EL003339, Authorized 4-14-2003)

2) MOD1 = \$45,055.00 (\$19,541.68 storm; \$25,513.32 sanitary)
(EL005393 Authorized 07-22-2005)

3) Cost of Modification being requested = \$ 31,640.06
(13,157.23 storm, \$18,482.83 sanitary)

4) Cost of any future known modifications = None anticipated

5) Total estimate of the contract cost = \$ 135,618.64

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

The amount is based on the Consultant's proposal, reviewed and concurred with by the City PM. Labor costs reflecting present and anticipated future hourly direct labor rates were used as appropriate. We utilized our experience with previous projects to determine the amount of effort needed to complete the additional required work.

14. 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):

<u>Name</u>	<u>C.C. No./Exp. Date</u>	<u>Status</u>
None		

15. Scope of work for each subcontractor and their estimate of dollar value to be paid.

N/A

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.

Revised Date: 05-23-11