

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.**

Name	C.C. No./Exp. Date	Vendor #	City/State	Status
1. Hatch Associates Consultants, Inc.	13-6094431 / 05/21/20	025646	Columbus, OH	MAJ
2. Prime AE Group Inc.	26-0546656	02/28/21	0022102	Columbus, OH MBE
3. Star Consultants Inc.	31-1558857	02/28/20	005568	Columbus, OH MBE
4. American Structurepoint	35-1127317	08/28/19	007019	Columbus, OH MAJ

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

Requests for Proposals (RFP's) were opened on 6/15/18.

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

1. Hatch Associates Consultants, Inc.
2. Prime AE Group
3. Star Consultants Inc.
4. American Structurepoint

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

Hatch Associates Consultants, Inc. 88 E. Broad St. Suite 1980 Columbus, OH 43215
Contact: Roger Harris Email Address: roger.harris@Hatch.com

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 planning area should also be listed as well as any street or neighborhood names.**

The complete scope of work is attached, and an executive summary follows here. This contract will provide professional engineering services necessary for the planning, design and replacement of roof systems on Division of Sewerage and Drainage (DOSD) facilities. This will be a task order contract and typical tasks shall include: site investigations, inspections and evaluations of existing conditions; technical report writing; review of past roof surveys, preparation of new surveys, if required; preparation of engineering or architectural drawings, documents/drawings for permit approval; specifications; bid documents and assistance during bidding; technical project representation during construction; preparation of record plan drawings for projects and preparation of M&O Manuals.

Community Planning Areas:
17 Greenlawn/Frank Rd
22 Near South
26 Rickenbacker

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.

This will be a one year contract, with an option for the City to renew annually for an additional 4 years. The duration of the contract may extend into subsequent years based on the complexity and progress of the assigned work. The anticipated contract start will be November 2018.

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 performance of this project's work activities to address replacement and repair of DPU roofs and roofing components will prevent process equipment, electrical components and other interior furnishings and equipment from moisture damage. Replacement costs of items due to failed roofing systems could become a major impact to the budget. No community outreach or environmental factors are considered for this project.

8. An estimate of the full cost of the Contract including a separate estimate of any and all phases or proposed future contract modifications.

This contract will be funded incrementally with renewals on approximately an annual basis. Four contract renewals are anticipated at this time. If unforeseen issues or difficulties are encountered that would require additional funding, a contract modification would be requested. The expected cost for this project is as follows.

Cost summary:

Original Contract	\$ 200,850.00
Renewal 1 (anticipated 2019)	\$ 415,000.00
Renewal 2 (anticipated 2020)	\$ 415,000.00
Renewal 3 (anticipated 2021)	\$ 375,000.00
Renewal 4 (anticipated 2022)	\$ 180,000.00
ESTIMATED CONTRACT TOTAL	\$1,585,850.00

9. Subconsultant information

***For engineering agreements:**

Information regarding subconsultants should be submitted on the Subcontractor Work Identification Form Located on the Fiscal Intranet site under "DPU Fiscal Forms" (see link): <http://dpuweb/DPUFiscal/tabid/148/Default.aspx>

This form should have 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),

name, C.C. No./Exp. Date, status, brief Scope of work for each subcontractor, and their estimate of dollar value to be paid.