

Ronny Varghese
City of Columbus
1111 E. Broad St., Suite 300
Columbus, OH 43205

07/15/2019

RE: West Data Center Electrical Upgrade Bid Support, Construction Administration and
Commissioning Services TechSite Job # 3390

Dear Ronny,

Thank you for the opportunity to provide this proposal for Construction Administration Services to the City of Columbus. TechSite specializes in the design and construction of critical facilities, including computer rooms, collocation facilities, web hosting sites, call centers, telecom rooms and other critical environments.

This Construction Administration proposal is based on the Permit drawings and initial construction schedule produced by Steve Alvarez for the West Data Center Electrical Upgrade project. TechSite will provide quality control and as-built documentation during the Bid and Construction phases of the project. Throughout the entire project we will provide close coordination with the City of Columbus team and the selected contractor. We will also provide services to design, manage and document commissioning testing at the conclusion of the project.

We are hopeful for the opportunity to fulfill this contract, for which we feel we are highly qualified to meet your needs. We stand ready to begin upon your acceptance of this proposal. Please feel free to contact me at 614-873-7800 ext. 102 if I can provide any clarifications.

Sincerely,

Jackie Kershaw, P.E., RCDD, ATD, LEED AP

Vice President, Engineering

TechSite

CC: **Jesse Blackman**



West Data Center Electrical Upgrade Construction Administration Proposal

To:

Sam Orth
The City of Columbus
1111 E. Broad St., Suite 300
Columbus, OH 43205



For:

West Data Center Electrical Upgrade
1601 Arlingate Lane
Columbus, OH 43228

07/15/19

TechSite Proposal #3390



INTRODUCTION

TechSite is pleased to present Sam Orth and the City of Columbus the following proposal to provide Bid Support, Construction Administration and Commissioning services. TechSite offers the services of a company that has specialized in meeting the needs of the critical space environment. We have designed the power infrastructure of numerous critical facilities. The Detailed Engineering phase of this project (under separate contract) will serve as the guideline for the Construction Administration Phase. The decisions regarding options, budgets, capacity, footprint, equipment locations, and preliminary scopes of work were made prior to beginning the Detailed Engineering Phase.

PROJECT PURPOSE AND BACKGROUND

The City of Columbus operates a critical data processing facility at 1601 Arlingate Lane, Columbus, OH, 43228. The City of Columbus experienced an outage at the 1601 Arlingate Lane data Center on December 17, 2017. TechSite performed a site assessment which led to the creation of the current West Data Center Electrical Upgrades project. This project was designed to mitigate the issues with the electrical infrastructure at 1601 Arlingate Lane in order to avoid situations like the outage in the future.

METHODS AND DELIVERABLES

CONSTRUCTION ADMINISTRATION

Our experience in the construction of critical facilities and the installation of the type of products required for this project also make us uniquely qualified to assist the City of Columbus in the acceptance and analysis of proposals from equipment vendors and contractors. We will provide a written report with award recommendations.

We will provide written Methods of Procedure (MOPs) to guide City of Columbus and the contractor through critical parts of the renovations of the Data Center. The MOPs will include a timeline and duration estimate for each process and we will work with the data processing staff to coordinate the events. Our experience in deploying these solutions will also be of value to the City of Columbus during the Implementation Phase.

CONSTRUCTION ADMINISTRATION SCOPE OF WORK

1. Bid Phase Services. TechSite feels that our staff of engineers and construction managers has the ability to clearly communicate the scope of work and the desired objectives of the design. In addition to the plans and specifications, we feel the following steps should be taken to ensure compliance in order to minimize changes, extras, reworks, delays and other unforeseen costs to City of Columbus.
 - a. Assistance as the City works through the Bid process for the project, including:
 1. Interviewing contractors for knowledge in projects of this nature
 2. Answering questions on the Permit drawings (RFI responses)
 3. Providing clarifications as needed
 4. Providing Bid Addendums as approved by the City and as needed



5. Evaluation of Bid responses and recommendations on contractors we feel are suited to perform the work
 1. We will include any concerns on past experience of 'short listed' contractors
 2. We will include opinion as to whether 'short listed' contractors understand and have included the full project scope
 - b. Pre-Construction Meeting with City of Columbus, selected contractors and the selected equipment suppliers to discuss the following:
 1. Walk through of project
 2. Detailed review of plans
 3. Detailed review of specifications
 4. Expected schedules
 5. Suggested alternatives
 6. Procedures for documentation of project
 7. Procedures for submittals
 8. Procedures for changes, additions and extras
2. Construction Phase Services. TechSite provides construction/project managers as well as project engineers who are extremely knowledgeable in providing direction for the contractor on how to meet or exceed schedules and objectives, while controlling quality and cost for the project. We feel the best way to accomplish this on City of Columbus project is through the following steps:
- a. Weekly progress meetings with the following objectives:
 1. Review of work by qualified TechSite team member
 2. Review of progress versus schedule
 3. Review of previous meetings
 4. Communication of design clarifications, submittal acceptance or rejection
 5. Updating of schedules and budgets
 6. Identification of issues and discussion of possible solutions
 - b. Inspection services including the following services and results:
 1. TechSite's presence during any critical installation phases
 2. Visual inspection of critical installations prior to cover-up
 3. Assurance of proper installation in accordance with the contract documents
 4. Elimination of major rework due to non-compliance with specifications or codes
 5. Pro-active versus reactive response to possible obstacles to objectives
 - c. Review of all major equipment as received to ensure it meets specifications and is physically what was ordered, includes checking for added options and features
 - d. Provide written Methods of Procedure for the following:
 1. Connection to power distribution systems
 2. Connection to control systems
 3. Connection to fire detection and emergency power off systems (EPO)
 4. Proper relocation of the existing distribution systems, if applicable
3. Commissioning and Post Construction Services. TechSite believes final testing of the equipment, installation, and design is imperative to ensuring the system will work as it was intended. We also believe that accurate documentation of the project is vital to provide on-going protection for the City of Columbus facility. This service includes the following items:



- a. Final testing processes:
 - 1. Provide Method of Procedures for final testing, including (as applicable):
 - 1. Written steps to test Emergency Power Off System while protecting existing and on-going operations, and to meet inspector's schedules
 - 2. Written procedures to test proper operation of critical equipment
 - 3. Written procedures to test monitoring equipment
 - 4. Written procedures to test control systems
 - 2. TechSite participation in performing the above items
- b. Documentation of the following:
 - 1. Update construction plans documenting final construction results based on red-lines received from the contractor
 - 2. Collect vendor provided preventative maintenance proposals with TechSite recommendations
 - 3. TechSite will provide final as-built construction drawings, in electronic format, and paper format as requested by the City of Columbus
- c. Training services includes the following services:
 - 1. Overall simplified systems review explaining concepts of system
 - 2. Coordination of equipment vendor representatives to provide operational training
 - 3. Coordination with City of Columbus representatives to prepare documentation of suggested responses to alarm conditions

OWNER INTERFACE AND MEETINGS

The preceding sections describe TechSite's recommended procedure for keeping the City of Columbus personnel involved and in control of their Electrical UpgradeData Center project. Our proposal includes regular calls/meetings with City of Columbus and their selected General Contractor during implementation to ensure open lines of communication and mutual problem solving.

SCHEDULE

The overall time estimate for completion of the project is six (6) months including the Bid Phase.



AGREEMENT

City of Columbus as the Owner and TechSite as the Design Consultant, agree to the services to be provided, as listed above, and per standard terms and conditions as attached herein or master services document with the Owner agreeing to compensate TechSite as detailed below.

TechSite agrees to perform these services for the Lump Sum of:

Bid Support.....	\$5,785
Construction Administration	\$18,250
Commissioning Services.....	\$7,965

Total:

Thirty Two Thousand Dollars \$32,000

With payment terms as follows: the first invoice will be sent approximately 4 weeks after receiving Notice to Proceed; progress invoices will follow on a monthly basis. Invoices are to be paid within 30 days of invoice date or per contract agreement.

This agreement entered into as of the date first written below:

Date: _____

TECHnology SITE Planners

As the Design/Build Consultant

By: _____

Name: _____

Title: _____

Date: _____

City of Columbus

As the Owner

By: _____

Name: _____

Title: _____

Date: _____



EXCEPTIONS/ASSUMPTIONS/CLARIFICATIONS

1. This proposal does not include taxes.
2. This proposal is based on a project duration of 6 months (including the Bid phase); any significant extension of time/engineering support during this project may increase costs.
3. Travel Expenses are included.
4. Commissioning services as described in this proposal includes only engineering time to design, assist in managing and document testing of new systems at the end of construction. No electrical contractor support, vendor support or testing equipment is included.
5. Any services requested for this project that are not described in the scope document will be performed at TechSite standard hourly rates (schedule attached).
6. For unanticipated occurrences (such as changes in project scope):
Our clients will be charged cost plus fifteen percent (15%) for any outside consultants provided by TechSite as part of this project. Expenses are to be reimbursed at cost, including mileage at \$0.58/mile (or current IRS rate), project meeting meals, customer requested project document copies, couriers, if needed and lodging, if applicable.
7. This proposal and included pricing will remain valid for ninety (90) days after submission.



2019 Consulting Hourly Rate Schedule, effective January 1, 2019

TechSite proposes to provide project managers, project and design engineers, CADD operators, and other necessary personnel to assist our clients in the design, construction, and management of Data Center upgrades at the following hourly rates:

Description of Service	Hourly Rate
Principal Engineer, President	\$180.00
Principal Engineer, Engineering Director	\$160.00
Senior Engineers	\$135.00
Engineers	\$120.00
Assistant Engineers	\$ 95.00
Computer Aided Drafters	\$ 65.00
Interns	\$ 45.00
Director of Construction	\$120.00
Project Managers	\$110.00
Director of Maintenance Services	\$120.00
Maintenance Manager	\$115.00
Maintenance Supervisor	\$100.00
Maintenance Coordinator	\$ 75.00
Assistant Maintenance Coordinator	\$ 55.00
Senior Administrative Assistant	\$ 65.00
Administrative Assistant	\$ 55.00

