



# City of Columbus

Office of City Clerk  
90 West Broad Street  
Columbus OH 43215-9015  
columbuscitycouncil.org

## Legislation Text

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**File #:** 2916-2015, **Version:** 1

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The purpose of this legislation is to authorize the Director of Public Utilities to enter into an agreement with ms consultants, inc. for floodplain review assistance services. The services will be conducted for the Department of Public Utilities, Division of Sewerage and Drainage, Stormwater Section.

The contract will provide the Department of Public Utilities hydrologic and hydraulic analysis associated with floodplain studies for compliance with applicable City of Columbus regulations and Federal Emergency Management Agency (FEMA) standards. The consultant will provide the Department of Public Utilities with the experience in reviewing hydrologic and hydraulic floodplain studies and analysis, preparing technical reports including a summary of study findings and recommendations based on the technical review; field surveying such as staking the 100-year floodplain, floodway and Stream Corridor Protection Zone (SCPZ); field surveying and staking to show where Letter of Map Revisions (LOMR) areas are in the field, preparing site plans to show the areas and amounts of fill and disturbance in both the 100-year floodplain and/or SCPZ; preparing technical memorandums; and performing community interaction services associated with floodplain studies.

The Department of Public Utilities advertised Request for Proposals (RFP's) for the subject services in the City Bulletin in accordance with the provisions of Section 329. Ninety (90) vendors (70 MAJ, 6 MBR, 5 M1A, 4 F1, 4 AS1, 1 HL1) were solicited (SA006004), and one (1) Proposal was submitted by ms consultants, inc. and opened on September 18, 2015. The evaluation and final ranking of the firm was based upon the criteria specified in the RFP.

After completing the evaluation and interview, the selection committee recommended an award be made to ms consultants, inc.

This service agreement will be for a period of one (1) year with an option to renew for an additional two (2) years on a year to year basis contingent upon approval by ordinance of Columbus City Council and appropriation and certification of funds by the City Auditor. Notwithstanding any provision in this agreement to the contrary, the maximum obligation of the City for services described in this agreement is for the period commencing on April 1, 2016 through March 31, 2017. The maximum obligation of the City for services described in this agreement is limited to the amount of twenty-five thousand dollars (\$25,000.00). This contract will not automatically renew.

The City may, at any time during the performance of the services under this Agreement, propose a modification of the Contract by a properly authorized written instrument. With the approval of City Council, appropriation of funds by the City Auditor and execution of such modification by both parties hereto, it shall be fully incorporated into this Contract and shall govern all subsequent performance under the Contract.

**SUPPLIER:** ms consultants, inc. (34-6546916), Expires March 7, 2016. ms consultants, inc. does not hold MBE/FBE status.

The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

**FISCAL IMPACT:** \$25,000.00 is budgeted and needed for the first year of this contract.

\$0.00 was spent in 2014

\$0.00 was spent in 2013

To authorize the Director of Public Utilities to enter into a professional services agreement with ms consultants, inc. for hydrologic and hydraulic analysis associated with floodplain studies for compliance with applicable City of Columbus regulations and Federal Emergency Management Agency (FEMA) standards for the Division of Sewerage and Drainage, and to authorize the expenditure of \$25,000.00 from the Storm Sewer Operating Fund. (\$25,000.00)

**WHEREAS**, the Department of Public Utilities has a need for an engineering firm with experience in reviewing hydrologic and hydraulic analysis associated with floodplain studies for compliance with applicable City of Columbus regulations and Federal Emergency Management Agency (FEMA) standards for the Division of Sewerage and Drainage, Stormwater Section; and

**WHEREAS**, the contract will provide the Department of Public Utilities technical reports including a summary of study findings and recommendations based on the technical review; field surveying such as staking the 100-year floodplain, floodway and Stream Corridor Protection Zone (SCPZ); field surveying and staking to show where Letter of Map Revisions (LOMR) areas are in the field, preparing site plans to show the areas and amounts of fill and disturbance in both the 100-year floodplain and/or SCPZ; preparing technical memorandums; and performing community interaction services associated with floodplain studies, and

**WHEREAS**, the Department of Public Utilities advertised Request for Proposals (RFP's) for the subject services; and on September 18, 2015, one (1) proposal was received and opened, and

**WHEREAS**, after completing the evaluations and interviews the selection committee recommended an award be made to ms consultants, inc., and

**WHEREAS**, this service agreement will be for a period of one (1) year with an option to renew for an additional two (2) years on a year to year basis contingent upon approval by ordinance of Columbus City Council and appropriation and certification of funds by the City Auditor. Notwithstanding any provision in this agreement to the contrary, this agreement will commence on April 1, 2016 through March 31, 2017, and

**WHEREAS**, the City may, at any time during the performance of the services under this Agreement, propose a modification of the Contract by a properly authorized written instrument. With the approval of City Council, appropriation of funds by the City Auditor and execution of such modification by both parties hereto, it shall be fully incorporated into this Contract and shall govern all subsequent performance under the Contract, and

**WHEREAS**, it has become necessary in the usual daily operations of the Department of Public Utilities to authorize the Director to enter into an agreement for professional services with ms consultants, inc. for hydrologic and hydraulic analysis associated with floodplain studies for compliance with applicable City of Columbus regulations and Federal Emergency Management Agency (FEMA) standards contract; now, therefore:

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Director of Public Utilities be and is hereby authorized to enter into an agreement with ms consultants, inc., 2221 Schrock Road, Columbus, Ohio 43229 for hydrologic and hydraulic analysis associated with floodplain studies for compliance with applicable City of Columbus regulations and Federal Emergency Management Agency (FEMA) standards for the Department of Public Utilities, Division of Sewerage and Drainage, Stormwater Section. The term of this contract is for a period of one (1) year from April 1, 2016 through and including March 31, 2017, with the option to renew for an additional two (2) years, on a year to year basis upon mutual agreement, budgeted

funds, and approval by Columbus City Council. If unforeseen issues or difficulties are encountered that would require additional funding, a modification would be requested. This contract shall not automatically renew.

**SECTION 2.** That said firm shall conduct the work to the satisfaction of the Director of Public Utilities, and the Administrator of the Division of Sewerage and Drainage.

**SECTION 3.** That the expenditure of \$25,000.00 or so much thereof as may be needed, be and the same hereby is authorized from the Storm Sewer Operating Fund, Fund 675, Department/Division 60-15, to pay the cost of this contract as follows:

**Division of Sewerage and Drainage**

Fund: 675

OCA: 675002

Object Level 1: 03

Object Level 3: 3336

Amount: \$25,000.00

**SECTION 4.** That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated and the City Auditor shall establish such accounting codes as necessary.

**SECTION 5.** That this ordinance shall take effect and be in force from and after the earliest period allowed by law.