



## Legislation Details (With Text)

**File #:** 0418-2019      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 1/30/2019      **In control:** Public Utilities Committee

**On agenda:** 3/18/2019      **Final action:** 3/20/2019

**Title:** To authorize the Director of Public Utilities to enter into a contract with ms consultants, inc. for Floodplain Review Assistance Services for the Division of Sewerage and Drainage, Stormwater Section; and to authorize the expenditure of \$25,000.00 from the Storm Sewer Operating Fund. (\$25,000.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. ORD 0418-2019 Fin Coding - Floodplain Review Assistance, 2. ORD 0418-2019 Floodplain Review Assistance Services- Addtl info, 3. ORD 0418-2019 Floodplain Review Assistance Services Subcontractor Work ID Form

Date	Ver.	Action By	Action	Result
3/20/2019	1	CITY CLERK	Attest	
3/19/2019	1	MAYOR	Signed	
3/18/2019	1	COUNCIL PRESIDENT	Signed	
3/18/2019	1	Columbus City Council	Approved	Pass
3/11/2019	1	Columbus City Council	Read for the First Time	

The purpose of this legislation is to authorize the Director of Public Utilities to enter into a contract with ms consultants, inc. for Floodplain Review Assistance Services for the Division of Sewerage and Drainage, Stormwater Section. The Division of Sewerage & Drainage, Stormwater Section wishes to hire 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.

This contract will provide engineering services for the project consisting of study phase services. The initial consultant contract will provide for study assessment phase services to review existing engineering reports and technical documents, as needed, to support the City's Floodplain Management Program. Division staff have historically received between three to five detailed floodplain studies each year for review with as many anticipated in the future. This project is to ensure compliance with Columbus City Code 1150 and Federal Management Agency (FEMA) requirements for work proposed within the 100-year regulatory floodplain.

The work to be performed during the contract may include but not be limited to: reviewing 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 Letters of Map Change (LOMX) areas in the field; preparing site plans to show the areas and amounts of fill and disturbance; preparing technical memorandums; and performing community interaction services, and

The Department of Public Utilities advertised Request for Proposals (RFP's) on the Vendor Services and Bonfire websites. One hundred eighty (180) vendors were invited and one (1) Proposal was submitted by ms consultants, inc. and

opened on December 14, 2018. The evaluation and final ranking of the firm was based upon the criteria specified in the RFP.

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, 2019 through March 31, 2020. 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) Dax Vendor# 006998, Expires February 18, 2020. 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.

\$ 25,264.73 was spent in 2018

\$ 18,471.67 was spent in 2017

To authorize the Director of Public Utilities to enter into a contract with ms consultants, inc. for Floodplain Review Assistance Services for the Division of Sewerage and Drainage, Stormwater Section; and to authorize the expenditure of \$25,000.00 from the Storm Sewer Operating Fund. (\$25,000.00)

**WHEREAS,** the Division of Sewerage & Drainage, Stormwater Section wishes to hire 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; and

**WHEREAS,** this contract will provide engineering services for the project consisting of study phase services. The initial consultant contract will provide for study assessment phase services to review existing engineering reports and technical documents, as needed, to support the City's Floodplain Management Program. Division staff have historically received between three to five detailed floodplain studies each year for review with as many anticipated in the future. This project is to ensure compliance with Columbus City Code 1150 and Federal Management Agency (FEMA) requirements for work proposed within the 100-year regulatory floodplain, and

**WHEREAS,** the work to be performed during the contract may include but not be limited to: reviewing 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 Letters of Map Change (LOMX) areas in the field; preparing site plans to show the areas and amounts of fill and disturbance; preparing technical memorandums; and performing community interaction services, and

**WHEREAS,** the Department of Public Utilities advertised Request for Proposals (RFP's) for the subject , services; and on December 14, 2018 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, 2019 through March 31, 2020, 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 operation of the Department of Public Utilities, Division of Sewerage and Drainage, Stormwater Section, to authorize the Director of Public Utilities to enter into a contract for the Floodplain Review Assistance Services with ms consultants, inc.; 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 a contract with ms consultants, inc. for the Floodplain Review Assistance Services for the Department of Public Utilities, Division of Sewerage and Drainage, Stormwater Section.

**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, is hereby authorized from the Storm Sewer Operating Fund 6200, object class 03 Services per the accounting codes in the attachment to this ordinance.

**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.