**1. BACKGROUND:** This legislation authorizes the Director of Public Utilities to renew (#2) a professional engineering services agreement with T & M Associates, Inc., for the General Engineering Consultant Services #3 agreement, CIP 650260-100200. The General Engineering Consultant Services (GEC) #3 Project is necessary to provide technical and engineering assistance to the Department of Public Utilities (DPU). Initial services are for the Division of Sewerage and Drainage (DOSD) facilities. Additional DPU facilities may be added in the future. The GEC services may include the following tasks for small projects: investigations, inspections and evaluations of existing conditions, surveying, preparation of engineering or architectural drawings and specifications, review of contractors' submittals including shop drawings, maintenance and operation (M&O) manuals, and Standard Operating Procedures (SOPs). The GEC services may also include assistance with new equipment or systems start-up and commissioning, instrumentation & control (I&C) work such as Human Machine Interface (HMI) and Programmable Logic Controller (PLC) programming, uploading documents onto the City's Project Management Information System (PMIS), computerized maintenance software, preparation of record plan drawings for small projects, technical assistance in the preparation of Facilities/Equipment Maintenance (FEM) documents, and other similar related tasks. Small projects that may, on occasion, require engineering services under this contract include small Capital Improvement Projects (formerly known as "Plant Improvement Projects" or "PIPs") and FEM service contracts. The small Capital Improvement Projects (CIP) will vary in nature and can include replacement and upgrade of equipment, materials, structural features, electrical, or instrumentation & control (I&C) work and their associated appurtenances that have served its useful life.

The actual construction and commissioning of upgrades in the several facilities will generally be accomplished by others.

Planning Area: 99

**RENEWAL INFORMATION:**

1.1. **Amount of additional funds to be expended: $425,000.00**

| | |
|---|---|
| Original Contract Amount | $ 500,000.00 |
| Renewal #1 | $ 550,000.00 |
| Renewal #2 (Current) | $ 425,000.00 |
| **Current Total** | **$ 1,475,000.00** |

1.2. Reasons **additional goods/services could not be foreseen:**
This was an anticipated renewal. It is a planned continuation of the services originally included within the existing contract's scope of service.

1.3. Reason **other procurement processes are not used:**
The funding provided by this contract renewal is for continuation of the existing work of the contract. In so much as work was planned for and anticipated within the original procurement, it is not reasonable or cost effective to undertake a new procurement to acquire these services.

1.4. **How cost of renewal was determined**:
The cost of the renewal was determined in the original contract and apportioned the work annually.

**2. THE PROJECT TIMELINE:** T&M Associates, Inc. will began work after the notice to proceed is given on September 11, 2017. The contract duration is for four (4) years, starting upon the date of Contract Execution (listed on front page of the Engineering Agreement). The professional services shall be funded by incremental appropriation,

through the use of approximately annual renewals. Contract Renewal #1 was executed on September 13, 2018. This renewal request is for Contract Renewal #2 and will be $425,000 for 2019 funding. There is one (1) additional planned renewal for this project, July 2020. This contract will expire on December 31, 2021.

**3. EMERGENCY DESIGNATION:** An emergency designation **is not requested** at this time.

**4. CONTRACT COMPLIANCE No.:** 22-1806708 | MAJ | Exp. 06/07/2020 | Vendor # 001614

**5. ECONOMIC IMPACT:** The performance of this project's activities is to provide engineering and technical services for CIPs and FEMs at DPU facilities and will help them maintain peak operational performance. If left unperformed, the required work could become larger and more expensive that could produce a major impact to the budget. No community outreach is considered for this project.

**6. FISCAL IMPACT:** This legislation authorizes the transfer within of $165,396.72 and an expenditure of up to $425,000.00 from the Sanitary Sewer General Obligation Bond Fund 6109, and an amendment to the 2019 Capital Improvements Budget.

To authorize the Director of Public Utilities to enter into a renewal agreement with T & M Associates, Inc. for the General Engineering Consultant (GEC) Services #3, Project, Renewal #2; to authorize the transfer within of $165,396.72 and an expenditure of up to $425,000.00 from the Sanitary Sewer General Obligation Bond Fund; and to amend the 2019 Capital Improvements Budget. ($425,000.00)

**WHEREAS,** it is the objective of the General Engineering Consultant (GEC) Services #3, Renewal #2 to provide technical and engineering assistance to the Department of Public Utilities (DPU); and

**WHEREAS,** the original contract number PO079434 was authorized by Ordinance No. Ord 1836-2017 passed by the Columbus City Council on July 31,2017, executed by the Director of Public Utilities September 6,2017, approved by the City Attorney on September 08, 2017, and certified by the City Auditor on September 11, 2017; and

**WHEREAS,** PO135488, Renewal #1, was authorized by Ordinance No. Ord 1866-2018 passed by the Columbus City Council on July 23, 2018, executed by the Director of Public Utilities September 7, 2018, approved by the City Attorney on September 12, 2018, and certified by the City Auditor on September 13, 2018; and

**WHEREAS,** it is necessary to authorize the transfer within of $165,396.72 and an expenditure of up to $425,000.00 from the Sanitary Sewer General Obligation Bond Fund 6109; and

**WHEREAS**, it is necessary to amend the 2019 Capital Improvements Budget; and

**WHEREAS,** it has become necessary in the usual daily operation of the Department of Public Utilities, Division of Sewerage and Drainage, to authorize the Director to renew an agreement with T & M Associates, Inc. for the General Engineering Consultant (GEC) Services #3 Project, Renewal #2, for the preservation of the public health, peace, property, safety and welfare; **now, therefore**

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

**SECTION 1.** That the Director of Public Utilities is hereby authorized to renew an existing agreement with T & M Associates, Inc., 4675 Lakehurst Court, Suite 250, Dublin, OH 43016; for the General Engineering Consultant (GEC) Services #3 Project, Renewal #2, in accordance with the terms and conditions as shown in the contract on file in the office of the Division of Sewerage and Drainage.



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**SECTION 2.** That the City Auditor is hereby authorized to transfer $165,396.72 within the Sanitary Sewer General Obligation Bond Fund 6109, per the account codes in the attachment to this ordinance.

**SECTION 3.** That the 2019 Capital Improvements Budget is hereby amended as follows:

**Fund No. | Project No. | Project Name | Current | Revised | (Change)**
6109 | 650353-100003 | SWWTP Digestion Process Expansion (carryover) | $688,761| $523,364 | (-$165,397)
6109 | 650260-102000 | JPWWTP Small Capital Projects (carryover) | $151,979 | $0 | (-$151,980)
6109 | 650260-102007 | JPWWTP Fuel Island Impr. 06JP (carryover) | $51,847 | $0 | (-$51,847)
6109 |650260-102009 | JPWWTP ACA Lightning Protection Upg (carryover) | $55,778 | $1 | (-$55,777)
6109 | 650260-100200 | GEC Services #3, Renewal #2 (carryover) | $0 | $425,001 | (+$425,001)

**SECTION 4**. That the Director is hereby authorized to expend up to $425,000.00 from Sanitary Sewer G.O. Bond Fund 6109, per the account codes in the attachment to this ordinance.

**SECTION 5.** That said company, T & M Associates, Inc. shall conduct the work to the satisfaction of the Director of Public Utilities and the Administrator of the Division of Sewerage and Drainage.

**SECTION 6.** That the City Auditor is hereby authorized and directed to transfer any unencumbered balance in the project account to the unallocated balance within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies no longer required for said project; except that no transfer shall be made from a project account by monies from more than one source.

**SECTION 7.** That the City Auditor is authorized to establish proper project accounting numbers as appropriate.

**SECTION 8.** That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this Ordinance.

**SECTION 9.** 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 10.** That this ordinance shall take effect and be in force from and after the earliest period allowed by law.