

**A RESOLUTION BY CITY UTILITIES COMMITTEE AUTHORIZING RENEWAL NO. 3 WITH BROWN AND CALDWELL/DELON HAMPTON AND ASSOCIATES, CHARTERED, A JOINT VENTURE FOR FC-4906D, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, THE DEPARTMENT OF WATERSHED MANAGEMENT, AND THE OFFICE OF ENTERPRISE ASSETS MANAGEMENT; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, DEPARTMENT AND ACCOUNT NUMBERS AND FUNDING SOURCES; AND FOR OTHER PURPOSES.**

**Review List:**

Jo Ann Macrina	Completed	11/02/2013 8:57 AM
Pamela Holmes	Completed	11/04/2013 10:53 AM
Procurement	Completed	11/04/2013 6:15 PM
Adam Smith	Completed	11/05/2013 2:45 PM
Patrick McShane	Completed	11/05/2013 3:02 PM
Mayor's Office	Completed	11/05/2013 3:19 PM
Office of Research and Policy Analysis	Completed	11/05/2013 3:35 PM
City Utilities Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

LEGISLATION HISTORY – BLUE BACK

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

**A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**A RESOLUTION BY CITY UTILITIES COMMITTEE AUTHORIZING RENEWAL NO. 3 WITH BROWN AND CALDWELL/DELON HAMPTON AND ASSOCIATES, CHARTERED, A JOINT VENTURE FOR FC-4906D, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, THE DEPARTMENT OF WATERSHED MANAGEMENT, AND THE OFFICE OF ENTERPRISE ASSETS MANAGEMENT; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, DEPARTMENT AND ACCOUNT NUMBERS AND FUNDING SOURCES; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Atlanta (“City”) authorized FC-4906D, Architectural, Engineering and Design Services (“Agreement”) with Brown and Caldwell/Delon Hampton and Associates, Chartered, a Joint Venture, on behalf of the Departments of Planning and Community Development, Public Works, Watershed Management, Parks, Recreation and Cultural Affairs, and the Office of Enterprise Asset Management, pursuant to Resolution No. 09-R-1635; and

WHEREAS, the term of the Agreement is for two (2) years with three (3) one (1) year renewal options to be exercised at the City’s sole discretion effective December 21, 2009 through December 20, 2011; and

WHEREAS, the City authorized Amendment No. 1 to include the site and funding for the Atlanta Police Department for the issuance of a Task Order to provide professional architectural, engineering and design services for the construction of the Atlanta Police Department Crime Lab in an amount not to exceed Two Hundred Twenty Thousand, Seven Hundred Sixty Eight Dollars and Zero Cents (\$220,768.00), pursuant to Resolution No. 11-R-0648; and

WHEREAS, the City authorized Renewal No. 1 of the Agreement with a term of December 21, 2011 through December 20, 2012, pursuant to Resolution No. 11-R-1726; and

WHEREAS, the City authorized Renewal No. 2 of the Agreement with a term of December 21, 2012 through December 20, 2013, pursuant to Resolution No. 12-R-1649; and

WHEREAS, Brown and Caldwell/Delon Hampton and Associates, Chartered, a Joint Venture continues to satisfactorily perform services under the Agreement; and

WHEREAS, the Commissioner of the Department of Public Works, the Commissioner of the Department of Watershed Management and the Office of Enterprise Assets Management recommend authorizing the City’s option for Renewal No. 3 with Brown and Caldwell/Delon Hampton and Associates, Chartered, a Joint Venture for FC-4906D, Architectural, Engineering and Design Services for an additional one (1) year term.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or his authorized designee, is authorized to exercise the City's option for Renewal No. 3 with Brown and Caldwell/Delon Hampton and Associates, Chartered, a Joint Venture for FC-4906D, Architectural, Engineering and Design Services on behalf of the Department of Public Works, the Department of Watershed Management and the Office of Enterprise Assets Management;

BE IT FURTHER RESOLVED, that term of Renewal No. 3 shall be December 21, 2013 through December 20, 2014;

BE IT FURTHER RESOLVED, that the Chief Procurement Officer, in consultation with the City Attorney, is directed to prepare all appropriate documents for execution by the Mayor, or his authorized designee;

BE IT FURTHER RESOLVED, that Renewal No. 3 shall not become binding on the City, and the City will incur no obligation or liability upon it until all applicable documents have been duly executed by the City and delivered to Brown and Caldwell/Delon Hampton and Associates, Chartered, a Joint Venture;

BE IT FURTHER RESOLVED, that the Department of Public Works, the Department of Watershed Management and the Office of Enterprise Assets Management are authorized, during the term of Renewal No. 3, to issue Task Orders for the Agreement, pursuant to Code Section 2-1111; and

AND FINALLY BE IT RESOLVED, that all contracted work shall be charged to and paid from various Fund Department and Account Numbers and funding sources as listed in the Task Orders.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Maisha L. Wood

Contact Number: 404-330-6887

Originating Department: Watershed Management

Committee of Purview: City Utilities

Chief of Staff Deadline: October 25 2013

Anticipated Committee Meeting Date: November 12, 2013

Anticipated Full Council Date: November 18, 2013

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: [Signature]

Chief Financial Officer: [Signature]

Chief Information Officer Signature (for IT Procurements) n/a

Chief Procurement Officer Signature: [Signature]

cw

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO RENEWAL AGREEMENT NO. 3 WITH BROWN AND CALDWELL/DELON HAMPTON AND ASSOCIATES, CHARTERED, A JOINT VENTURE, FOR FC-4906D, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES ON BEHALF OF THE DEPARTMENTS OF PUBLIC WORKS AND WATERSHED MANAGEMENT, AND THE EXECUTIVE OFFICES OF THE OFFICE OF ENTERPRISE ASSETS MANAGEMENT; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, DEPARTMENT AND ACCOUNT NUMBERS AND FUNDING SOURCES; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any) (n/a)

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ (date)

Received by LC from CPO: \_\_\_\_\_ (date)

Received by Mayor's Office: [Signature] 10-25-13 (date)

Reviewed by: [Signature] (date)

Submitted to Council: \_\_\_\_\_ (date)

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** City Utilities

**Caption:** A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO RENEWAL AGREEMENT NO. 3 WITH BROWN AND CALDWELL/DELON HAMPTON AND ASSOCIATES, CHARTERED, A JOINT VENTURE, FOR FC-4906D, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES ON BEHALF OF THE DEPARTMENTS OF PUBLIC WORKS AND WATERSHED MANAGEMENT, AND THE EXECUTIVE OFFICES OF THE OFFICE OF ENTERPRISE ASSETS MANAGEMENT; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, DEPARTMENT AND ACCOUNT NUMBERS AND FUNDING SOURCES; AND FOR OTHER PURPOSES.

**Council Meeting Date:** November 18, 213

**Requesting Dept.:** Watershed Management

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

The purpose of this legislation is to request authorization to exercise the City's option for Renewal No. 3 with Brown and Caldwell/Delon Hampton and Associates, a Joint Venture for FC-4906D, Citywide Architectural, Engineering and Design Services, on behalf of the Department of Watershed Management for an additional one (1) year term.

**2. Please provide background information regarding this legislation.**

The Department of Watershed Management currently utilizes the services of Brown and Caldwell/Delon Hampton and Associates, a Joint Venture, to provide architectural, engineering and design services in addition to construction management and other services. The basic services include sanitary, civil, mechanical, electrical, process control and instrumentation, geotechnical investigations, design, structural engineering, easement, property acquisition services, and inspection services.

**3. If Applicable/Known:**

- (a) **Contract Type:** Professional Services
- (b) **Source Selection:** Sealed RFP
- (c) **Bids/Proposals Due:** N/A

- (d) Invitations Issued: N/A
- (e) Number of Bids: N/A
- (f) Proposals Received: N/A
- (g) Bidders/Proponents: N/A
- (h) Term of Contract: Two (2) years with three (3) one (1) year renewal options

**4. Fund Account Center (Ex. Name and number):** These services shall be charged to and paid from various Fund, Department Organization and Account Numbers as listed in the Task Orders.

**5. Source of Funds:** These services shall be charged to and paid from various Fund, Department Organization and Account Numbers as listed in the Task Orders.

**6. Fiscal Impact:** This legislation will result in a reduction in the amount of \$0.00.

**7. Method of Cost Recovery:** N/A

**Examples:**

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

**This Legislative Request Form Was Prepared By:** Cynthia Lunn, Watershed Procurement Manager, ext 6096



CITY OF ATLANTA  
DEPT. OF PROCUREMENT

2013 OCT -4 PM 2:44

Kasim Reed  
MAYOR

CITY OF ATLANTA

Jo Ann J. Macrina, PE  
COMMISSIONER

DEPARTMENT OF WATERSHED MANAGEMENT  
55 TRINITY AVENUE SW, SUITE 5400, SOUTH BLDG.  
ATLANTA, GEORGIA 30303-3544  
OFFICE 404-330-6081 FAX 404-658-7194

MEMORANDUM

**To:** Adam L. Smith, Chief Procurement Officer  
Department of Procurement

**From:** Jo Ann J. Macrina, PE, Commissioner  
Department of Watershed Management

**Cc:** Eric Glover, Deputy Commissioner  
Paula Days, Director  
Keith Brooks, Deputy Chief Procurement Officer  
Delmarie Griffin, Contract Administrator, Sr.  
Jill Watkins, Contracting Officer  
Maisha Land-Wood, Legislative Manager  
Cynthia L. Lunn, Watershed Procurement Manager

**Date:** September 20, 2013

**Re:** Legislative Request – FC-4906D, Citywide Architectural Engineering and Design Services, Renewal No. 3

**Contractor:** Brown and Caldwell Delon/Hampton and Associates, a Joint Venture

Please prepare the appropriate Legislative Summary for Cycle 20 (November 18, 2013) to approve Renewal No. 3 for the above referenced agreement.

The Department of Watershed Management currently utilizes the services of Brown and Caldwell Delon/Hampton and Associates, a Joint Venture, to provide architectural, engineering and design services in addition to construction management and other services. The basic services include sanitary, civil, mechanical, electrical, process control and instrumentation, geotechnical investigations, design, structural engineering, easement, property acquisition services, and inspection services.

These services shall be charged to and paid from various Fund, Department Organization and Account Numbers as listed in the Task Orders.

If you have any additional questions, please contact Cynthia Lunn, Watershed Procurement Manager, at (404) 330-6096.

Attachments



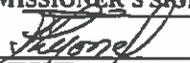
## CITY OF ATLANTA

Kasim Reed  
Mayor

SUITE 1900  
55 TRINITY AVENUE, SW  
ATLANTA, GA 30303  
(404) 330-6204 Fax: (404) 658-7705  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

DEPARTMENT OF PROCUREMENT  
Adam L. Smith, Esq. CPPO, CPPB  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

## CONTRACTOR PERFORMANCE FORM

CONTRACTOR'S NAME AND ADDRESS:		DATE: September 16, 2013
Brown & Caldwell/Delon Hampton & Associates, Chartered. A Joint Venture 990 Hammond Drive Suite 400 Atlanta, Georgia 30328		PURCHASE ORDER OR CONTRACT NO.: FC-4906-D Architectural, Engineering & Design Services 51105072
		P.O./C.N. DATE: March 07, 2011
		DEPARTMENT/AGENCY: DWM – Office of Engineering Services
		COMMISSIONER'S SIGNATURE OR DESIGNEE: 
WE HAVE THE FOLLOWING COMPLAINT(S). PLEASE REPLY BELOW. (PLEASE USE A SEPARATE SHEET, IF NECESSARY.)		
Not applicable.		
WE HAVE THE FOLLOWING POSITIVE COMMENT(S). PLEASE REPLY BELOW. (PLEASE USE A SEPARATE SHEET, IF NECESSARY.)		
The R.M. Clayton WRC Compliance Upgrade Project was prioritized into three phases. Phase 2 of this project was for the critical upgrades to the plant. The A/E assisted the COA with developing the contract documents in a timely fashion. We have had few requests requesting information to address deficiencies in those documents. Therefore, the COA has realized only one (1) change order to date. The A/E has also assisted the COA regarding a major issue with the Nancy Creek Pump Station. This was an unforeseen condition, which merited emergency actions. The A/E was prompt with alternative solutions and assisted the COA with mitigating any impacts to the schedule. The COA appreciates the buy in from the A/E regarding partnering efforts and realizes this has also had a positive impact on the ability to hold the project within our budget.		
CONTRACTOR'S REPLY:		DATE OF REPLY: _____
(NOTE: FAILURE TO REPLY MAY RESULT IN REMOVAL FROM APPROVED VENDOR MAILING LIST.)		
CC: <input type="checkbox"/> END USER DEPARTMENT <input type="checkbox"/> DOP FILE		

  
ADAM L. SMITH  
CHIEF PROCUREMENT OFFICER

**DEPARTMENT OF PROCUREMENT  
LEGISLATION SUMMARY**

**FC-4906D, Citywide Architectural Engineering and Design Services (Renewal No. 3)**

**TO: City Utilities Committee**

**CAPTION**

**A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO RENEWAL AGREEMENT NO. 3 WITH BROWN AND CALDWELL/DELON HAMPTON AND ASSOCIATES, CHARTERED, A JOINT VENTURE, FOR FC-4906D, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES ON BEHALF OF THE DEPARTMENTS OF PUBLIC WORKS AND WATERSHED MANAGEMENT, AND THE EXECUTIVE OFFICES OF THE OFFICE OF ENTERPRISE ASSETS MANAGEMENT; ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, DEPARTMENT AND ACCOUNT NUMBERS AND FUNDING SOURCES; AND FOR OTHER PURPOSES.**

**COMMITTEE MEETING**

**DATE: November 12, 2013**

**COUNCIL MEETING**

**DATE: November 18, 2013**

**LEGISLATION TITLE: Renewal No. 3 FC-4906D, Annual Contract For Architectural And Engineering Services**

**REQUESTING DEPT.: Watershed Management**

**CONTRACT TYPE: Professional Services**

**AWARDEES: Brown and Caldwell, Inc /Delon Hampton & Associates, JV**

**SOURCE SELECTION: Sealed RFP**

**PROPOSALS DUE: May 6, 2009**

**INVITATIONS MAILED: 150**

**PROPOSALS  
RECEIVED: 14**

**PROPOSERS:**

- A E COM/ H. J. Russell, Joint Venture
- Arcadis /Brindley Pieters & Associates, Inc, Joint Venture
- Atlanta Services Group
- BGR Joint Venture Office
- Brown and Caldwell, Inc /Delon Hampton & Associates, Chartered, A Joint Venture
- Citywide Infrastructure Provider

JP2 (Jacobs, PRAD, PBS&J)  
 MA-HMM Gude, JV  
 Parsons-Cardozo Engineering, Joint Venture  
 Prime Engineering, Inc. and Chester Engineers, Joint Venture  
 Shaw-Benchmark, Joint Venture  
 Southern Right of Way  
 Strategic Team Concepts, LLC  
 Total Solution Partners

**Contractor:** Brown and Caldwell, Inc /Delon Hampton & Associates, JV

**Estimated Value:** N/A

**Scope Summary:** Brown and Caldwell, Inc /Delon Hampton & Associates, a Joint Venture, will provide will provide architectural, engineering and design services in addition to construction management and other services. The basic services include sanitary, civil, mechanical, electrical, process control and instrumentation, geotechnical investigations, design, structural engineering, easement, property acquisition services, and inspection services.

**BACKGROUND:** Original executed on December 21, 2009, expired on December 20, 2011.

Renewal Agreement No.1 extended the current Agreement one additional year for time only. Renewal Agreement No. 1 effective term December 21, 2011 to December 20, 2012.

Renewal Agreement No. 2 extended the current Agreement one additional year for time only. Renewal Agreement No. 2 effective term extends from December 21, 2012 to December 20, 2013.

Renewal Agreement No. 3 extended the current Agreement one additional year for time only. Renewal Agreement No. 3 effective term extends from December 21, 2013 to December 20, 2014.

**EVALUATION TEAM COMPOSITION:** DWM, OCC, DPW, LAW, OEAM, DPRCA

**TERM OF CONTRACT:** Two (2) years with an option to renew for three (3) one (1) year periods

**FUND ACCOUNT CENTERS:** n/a

**PREPARED BY:** Cristi Walker

**CONTACT NUMBER:** 404-865-8996



[Home](#)

### DELON HAMPTON & ASSOCIATES, CHARTERED Control Number: H855094

[Main](#)   [Reports](#)   [Officers](#)   [Filing History](#)

#### Entity Info

Entity Id    569349

#### Key Indicators

Model Type    Corporation  
Locale         Foreign  
Qualifier      For-Profit

Business Name        DELON HAMPTON & ASSOCIATES, CHARTERED  
Registration Date     4/28/1975  
Entity Status         Active/Compliance  
Entity Status Date    2/18/2013

#### Foreign Name

Date of Organization  
State                 District of Columbia  
Country

#### Principal Office Address

PRINCIPAL

Line1    900 7th Street, N.W.  
Line2    Suite 800

City    WASHINGTON    State    District of Columbia    Zip    20001-4189

#### Agent

Is non-commercial Registered Agent?    Yes  
Name    Griffin, Harley

#### Address

Line1    229 Peachtree Street N.E. , Suite 1510 Atlanta, GA 30303  
Line2

City    Atlanta    State    Georgia    Zip    30303

#### Email

#### Previous Names

Name Changed From	Name Changed To	Surviving Entity Id	Cancelled Entity Id	Effective Date	Due Date	File Number	Actions
				4/28/1975		13229669	<a href="#">View</a>

DELON HAMPTON & ASSOCIATES, CHARTERED INC.

900 7TH ST NW STE 800

DUNS: 020300745 CAGE Code: 0NLS2

WASHINGTON, DC, 20001-8000 ,

Status: Active

UNITED STATES

Entity Overview

Entity Information

Name: DELON HAMPTON & ASSOCIATES, CHARTERED INC.

Business Type: Business or Organization

POC Name: Vivian Watson

Registration Status: Active

Expiration Date:09/06/2014

Exclusions

Active Exclusion Records? No

SAM | System for Award Management 1.0

IBM v1.1278.20131018-1401

WWW3

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**BROWN AND CALDWELL (INC.) Control Number: H851930**
[Main](#)   [Reports](#)   [Officers](#)   [Filing History](#)
**Entity Info**
**Entity Id** 566213

**Key Indicators**
**Model Type** Corporation

**Locale** Foreign

**Qualifier** For-Profit

**Business Name** BROWN AND CALDWELL (INC.)

**Registration Date** 2/01/1978

**Entity Status** Active/Compliance

**Entity Status Date** 3/27/2013

**Foreign Name**
**Date of Organization**
**State** California

**Country**
**Principal Office Address**
**PRINCIPAL**
**Line1** 201 North Civic Drive

**Line2** Suite 115

**City** Walnut Creek   **State** California   **Zip** 94596

**Agent**
**Is non-commercial Registered Agent?** No

**Name** C T CORPORATION SYSTEM

**Address**
**Line1** 1201 Peachtree Street, NE

**Line2**
**City** Atlanta   **State** Georgia   **Zip** 30361

**Email**
**Previous Names**

Name Changed From	Name Changed To	Surviving Entity Id	Cancelled Entity Id	Effective Date	Due Date	File Number	Actions
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No Miscellaneous Filings were found.

BROWN AND CALDWELL

DUNS: 120947130 CAGE Code: 3YZU5

Status: Active

990 HAMMOND DR STE 400

ATLANTA, GA, 30328-5506 ,

UNITED STATES

Entity Overview

Entity Information

Name: BROWN AND CALDWELL  
Business Type: Business or Organization  
POC Name: Thomas Rowe  
Registration Status: Active  
Expiration Date:08/26/2014

Exclusions

Active Exclusion Records? No

SAM | System for Award Management 1.0

IBM v1.1278.20131018-1401

WWW3

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