

A RESOLUTION BY COUNCILMEMBER C. T. MARTIN AS AMENDED BY CITY UTILITIES COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE, FOR FC-4906B, ANNUAL CONTRACT FOR ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, FOR PROGRAM MANAGEMENT STARTUP SERVICES, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY-EIGHT THOUSAND TWO HUNDRED SEVENTY-THREE DOLLARS AND NO CENTS (\$298,273.00); WITH ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE VARIOUS FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.(REFERRED BACK FROM FULL COUNCIL 7/21/14)

Workflow List:

Atlanta City Council	Completed	07/16/2014 1:27 PM
City Utilities Committee	Completed	07/17/2014 11:36 AM
Atlanta City Council	Completed	07/24/2014 12:27 PM
City Utilities Committee	Pending	

HISTORY:

07/07/14 Atlanta City Council REFERRED WITHOUT OBJECTION

RESULT:	REFERRED WITHOUT OBJECTION	Next: 7/15/2014 9:30 AM
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07/15/14 City Utilities Committee FAVORABLE

RESULT:	FAVORABLE [UNANIMOUS]	Next: 7/21/2014 1:00 PM
AYES:	Young Jr., Adrean, Dickens, Sheperd, Wan	
ABSENT:	Howard Shook	
EXCUSED:	Natalyn Mosby Archibong	

07/21/14 Atlanta City Council REFERRED TO COMMITTEE

RESULT:	REFERRED TO COMMITTEE [11 TO 0]	Next: 7/29/2014 9:30 AM
MOVER:	Clarence "C. T." Martin, Councilmember, District 10	
AYES:	Bond, Norwood, Smith, Young Jr., Winslow, Archibong, Wan, Adrean, Moore, Martin, Sheperd	
ABSENT:	Kwanza Hall, Howard Shook, Keisha Lance Bottoms	
AWAY:	Andre Dickens	

RESULT: REFERRED TO COMMITTEE [11 TO 0] Next: 7/29/2014 9:30 AM
MOVER: Clarence "C. T." Martin, Councilmember, District 10
AYES: Bond, Norwood, Smith, Young Jr., Winslow, Archibong, Wan, Adrean, Moore, Martin, Sheperd
ABSENT: Kwanza Hall, Howard Shook, Keisha Lance Bottoms
AWAY: Andre Dickens

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

CITY COUNCIL
ATLANTA, GEORGIA

14-R-3829

SPONSOR SIGNATURES

Clarence T Martin Jr
Clarence "C. T." Martin, Councilmember, District 10

A RESOLUTION BY COUNCILMEMBER C. T. MARTIN AS AMENDED BY CITY UTILITIES COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE, FOR FC-4906B, ANNUAL CONTRACT FOR ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, FOR PROGRAM MANAGEMENT STARTUP SERVICES, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY-EIGHT THOUSAND TWO HUNDRED SEVENTY-THREE DOLLARS AND NO CENTS (\$298,273.00); WITH ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE VARIOUS FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.(REFERRED BACK FROM FULL COUNCIL 7/21/14)

WHEREAS, the City of Atlanta (the “City”) authorized FC-4906B, Architectural, Engineering and Design Services (“Agreement”) with Atlanta Services Group, a joint Venture, on behalf of the Department of Planning and Community Development, Public Works, Watershed Management, Parks, Recreation, and Cultural Affairs and the Office of Enterprise Asset Management, pursuant to Resolution 09-R-1632; 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 Renewal Number 1 of the Agreement with Atlanta Services Group, A Joint Venture, via Resolution 11-R-1725, given a new expiration date of December 20, 2012; and

WHEREAS, the City authorized Renewal Number 2 of the Agreement with Atlanta Services Group, A Joint Venture, via Resolution 12-R-1650, given a new expiration date of December 20, 2013; and

WHEREAS, the City authorized Renewal Number 3 of the Agreement with Atlanta Services Group, A Joint Venture, via Resolution 13-R-3771, given a new expiration date of December 20, 2014; and

WHEREAS, the Department of Public Works requires Architectural, Engineering and Design Services to provide professional services related to supplementing the City staff with construction cost estimating, project sequencing, prioritization, and optimization, strategic advice on best practices for project controls, project management, public outreach efforts, and graphics support; and

WHEREAS, the Commissioner of the Department of Public Works recommends the issuance of a Task Order to Atlanta Services Group, A Joint Venture for FC-to provide professional services related to construction cost estimating, project sequencing, prioritization, and optimization, strategic advice on best practices for project controls, project management, public outreach efforts, and graphics support in

an amount not to exceed Two Hundred Ninety Eight Thousand Two Hundred Seventy Three Dollars and No Cents (\$298,273.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or his designee, is authorized to issue a Task Order to Atlanta Services Group, A Joint Venture for FC-4906B, Architectural, Engineering and Design Services to provide professional services related to construction cost estimating, project sequencing, prioritization, and optimization, strategic advice on best practices for project controls, project management, public outreach efforts, and graphics support in an amount not to exceed Two Hundred Ninety Eight Thousand Two Hundred Seventy Three Dollars and No Cents (\$298,273.00).

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from the listed FDOA: 1001 (General Fund) 130308 (DPW Transportation Design) 5213001 (Consulting/Professional Services-Tech) 4270000 (Traffic Engineering).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is hereby directed to prepare the appropriate agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Task Order will not become binding upon the City, and the City will incur no obligation or liability under it until the Agreement has been approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to Atlanta Services Group, A Joint Venture.



City of Atlanta
Department of Public Works
 Richard Mendoza, Commissioner

LEGISLATIVE SUMMARY

Office: Transportation - Capital Projects

Committee: City Utilities

DPW Staffer: Rodney Givens/Michele Wynn

Project: Program Management Startup

Legislative # 14-R-XXXX

Caption:

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE, TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE, FOR FC-4906B, ANNUAL CONTRACT ARCHITECTURAL, ENGINEERING AND DESIGN SERVICEES, FOR PROGRAM MANAGEMENT STARTUP SERVICES, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY EIGHT THOUSAND TWO HUNDRED SEVENTY THREE DOLLARS AND NO CENTS (\$298,273.00); WITH ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE VARIOUS FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

Background:

The 2015 Bond Referendum is expected to be on the ballot in March 2015. The Department of Public Works is proposing to hire a combination of in-house staff and outside consultants in order to address the necessary "pre-vote" planning, project list prioritization, and implementation of the program management infrastructure. Until it is known for certain that the 2015 Bond Referendum has passed, we will need to rely upon Atlanta Services Group (ASG) to augment our staff in specific areas where we need additional resources. After the Bond Referendum has passed, we propose to hire a permanent Program Manager to assist the Department as needed throughout the execution of the Bond Program.

With this task order ASG will provide the professional services necessary to prepare for the management of the 2015 Bond Referendum. ASG's services will include construction cost estimating, project sequencing, prioritization, and optimization, strategic advice on best practices for project controls, project management and public outreach efforts, graphics support, etc. ASG will assist the Department through July 2015 or until services for a permanent program management team are procured and chosen. Taking this approach provides the Department with more time to ramp up and the flexibility needed to fill all required positions on short notice.

Results of Approval:

Approval of this legislation will provide the Department with additional staffing resources needed to prepare for the 2015 Bond Referendum.

C (Attachment: DOC15 (14-R-3829 : ATLANTA SERVICES GROUP)
 Non-Approval of this legislation will hinder the Department's ability to prepare for the 2015 Bond Referendum.

Council District / Member & NPU: Various

Project Schedule and Budget:
 July 2014 to July 2015; \$298,273.00

Terms of Contract:

Scope Summary:

Atlanta Services Group (ASG) will provide personnel and expertise for the development and implementation of a transportation capital improvement program funded by a 2015 Bond Referendum. This scope of services includes providing such services in a staff augmentation delivery method with required expertise being provided to the City as requested, and under the direction and leadership of Project Managers within the Department of Public Works. Per the RFP, ASG will perform these services from July 2014 through June 2015.

It is anticipated that these services will include (but will not necessarily be limited to) the following:

- Strategic advice and the application of best business practices in the development of a project controls and management structure necessary to effectively deliver a Transportation Capital Improvement Program (CIP)
- Professional services in the areas of construction cost estimating; project sequencing, prioritization and optimization; and strategic advice related to potential projects to be included in a project list for the 2015 Bond Referendum
- Graphics services and strategic advice in support of the City's public outreach efforts related to the 2015 Bond Referendum

It is understood that a separate RFP for a "post-vote" consultant to augment the Department's staff may be issued at a later date closer to the passing of the referendum.

Upon Notice to Proceed, ASG will schedule a project team kickoff meeting and work with CITY staff to identify immediate staff augmentation needs and priority actions. ASG's Project Manager will coordinate the delivery of required resources and will monitor performance and expenditures against the allotted budget.

The ASG Project Manager will also coordinate his/her work effort with the work included in the "Program Management Database" and the "Street Condition Assessment" being performed under the "FY15 Capital Projects Professional Services" to insure that efficient and effective services are being rendered in support of all "pre-vote" 2015 Bond Referendum activities.

Staffing offered in this staff augmentation effort will integrate with current DPW staff and will render professional services as required to provide technical expertise, best business practices, and strategic advice.

**A RESOLUTION
BY COUNCILMEMBER**

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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

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WHEREAS, the Commissioner of the Department of Public Works recommends the issuance of a Task Order to Atlanta Services Group, A Joint Venture for FC-to provide professional services related to construction cost estimating, project sequencing, prioritization, and optimization, strategic advice on best practices for project controls, project management, public outreach efforts, and graphics support in an amount not to exceed Two Hundred Ninety Eight Thousand Two Hundred Seventy Three Dollars and No Cents (\$298,273.00).

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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:

Caption:

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Committee of Purview: Finance/Executive Committee

Committee Meeting Date: July 7, 2014 (1st read) and July 16, 2014 (2nd read)

Council Meeting Date: July 21, 2014

Requesting Dept.: Department of Public Works

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 issue a task order to Atlanta Services Group (FC-4906B). Under this task order ASG will provide personnel and expertise for the development and implementation of a transportation capital improvement program funded by a 2015 Bond Referendum. This scope of services includes providing such services in a staff augmentation delivery method with required expertise being provided to the City as requested, and under the direction and leadership of Project Managers within the Department of Public Works. Per the RFP, ASG will perform these services from July 2014 through June 2015.

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Staffing offered in this staff augmentation effort will integrate with current DPW staff and will render professional services as required to provide technical expertise, best business practices, and strategic advice.

2. Please provide background information regarding this legislation.

The 2015 Bond Referendum is expected to be on the ballot in March 2015. The Department of Public Works is proposing to hire a combination of in-house staff and outside consultants in order to address the necessary "pre-vote" planning, project list prioritization, and implementation of the program management infrastructure. Until it is known for certain that the 2015 Bond Referendum has passed, we will need to rely upon Atlanta Services Group (ASG) to augment our staff in specific areas where we need additional resources. After the Bond Referendum has passed, we propose to hire a permanent Program Manager to assist the Department as needed throughout the execution of the Bond Program.

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3. If Applicable/Known:

- (a) Contract Type:**
- (b) Source Selection:**
- (c) Bids/Proposals Due:**
- (d) Invitations Issued:**
- (e) Number of Bids:**
- (f) Proposals Received:**
- (g) Bidders/Proponents:**
- (h) Term of Contract:**

4. Fund Department Account Center: 1001.130308.5212001.4270000

5. Source of Funds:

TBD

6. Fiscal Impact: \$298,273.00

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: Rodney Givens

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14-R-

(Do Not Write Above This Line)

A RESOLUTION BY COUNCILMEMBER

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First Reading
 Committee _____
 Date _____
 Chair _____
 Referred To _____

FINAL COUNCIL ACTION
 2nd Reading
 1st & 2nd Reading
 3rd Reading
 Consent
 V Vote
 RC Vote

<p>A RESOLUTION BY COUNCILMEMBER</p> <p>A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE, TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE, FOR FC-4906B, ANNUAL CONTRACT ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, FOR PROGRAM MANAGEMENT STARTUP SERVICES, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY EIGHT THOUSAND TWO HUNDRED SEVENTY THREE DOLLARS AND NO CENTS (\$298,273.00); WITH ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE VARIOUS FUNDS, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.</p>	<p>Committee _____ Date _____ Chair _____ Referred To _____</p> <p>Committee _____ Date _____ Chair _____ Action Fav, Adv, Hold (see rev. side) _____ Other _____ Members _____ Refer To _____</p>	<p>Committee _____ Date _____ Chair _____ Action Fav, Adv, Hold (see rev. side) _____ Other _____ Members _____ Refer To _____</p>	<p>MAYOR'S ACTION</p>
<p><input type="checkbox"/> CONSENT REFER</p> <p><input type="checkbox"/> REGULAR REPORT REFER</p> <p><input type="checkbox"/> ADVERTISE & REFER</p> <p><input type="checkbox"/> 1ST ADOPT 2ND READ & REFER</p> <p><input type="checkbox"/> PERSONAL PAPER REFER</p> <p>Date Referred _____ Referred To: <i>City Utilities</i></p> <p>Date Referred _____ Referred To: _____</p> <p>Date Referred _____ Referred To: _____</p>	<p>Committee _____ Date _____ Chair _____ Action Fav, Adv, Hold (see rev. side) _____ Other _____ Members _____ Refer To _____</p>	<p>Committee _____ Date _____ Chair _____ Action Fav, Adv, Hold (see rev. side) _____ Other _____ Members _____ Refer To _____</p>	<p>MAYOR'S ACTION</p>
<p><input type="checkbox"/> CONSENT REFER</p> <p><input type="checkbox"/> REGULAR REPORT REFER</p> <p><input type="checkbox"/> ADVERTISE & REFER</p> <p><input type="checkbox"/> 1ST ADOPT 2ND READ & REFER</p> <p><input type="checkbox"/> PERSONAL PAPER REFER</p> <p>Date Referred _____ Referred To: _____</p> <p>Date Referred _____ Referred To: _____</p> <p>Date Referred _____ Referred To: _____</p>	<p>Committee _____ Date _____ Chair _____ Action Fav, Adv, Hold (see rev. side) _____ Other _____ Members _____ Refer To _____</p>	<p>Committee _____ Date _____ Chair _____ Action Fav, Adv, Hold (see rev. side) _____ Other _____ Members _____ Refer To _____</p>	<p>MAYOR'S ACTION</p>



June 12, 2014

Mr. Rodney Givens, P.E.
 Program Management Officer
 City of Atlanta, Department of Public Works
 55 Trinity Ave, SW, Suite 4500
 Atlanta, GA 30303-0324

RE: ASG's Response to "FY15 Capital Projects Professional Services" RFP
 Item "2. Program Management Startup"

Dear Mr. Givens:

The Atlanta Services Group Joint Venture (ASG) is proud to submit this response to your RFP for the referenced task order. We are very appreciative of your interest in our professional services and hereby dedicate the resources and expertise necessary to exceed your expectations in the delivery of the services contained within this task order proposal.

As you prepare for your 2015 Bond Referendum you know that it is vitally important that the required "pre-vote" planning, project list preparation, and the development of program management infrastructure be performed and properly executed. We understand that you are well on your way to planning this work and the Atlanta Services Group (ASG) will stand with you, shoulder to shoulder, to help you through the heavy lifting that will be required before the vote on the Bond Referendum. In order to respond to your RFP in a concise manner, we have organized this proposal as follows:

- City of Atlanta, On-Call A&E Standard Task Order Form (Including Labor Breakdown and Fee)
- Exhibit A
 - Scope of Work
 - Availability of Staff
 - Organization Chart
 - Summary of Project Approach
 - Deliverables
 - Assumptions
- Exhibit B - Consultant's Compensation Method

Our ASG Project Manager for this task order is Mr. Gerald Ross, P.E. (770-714-3243 cell, Gerald.ross@jacobs.com) and the assigned ASG Services Coordinator is Mr. Jeffery Dingle, P.E. (404-427-0155 cell, jeff.dingle@jacobs.com). We look forward to working with you on this effort.

Sincerely,
 Atlanta Services Group JV


 Gerald Ross, P.E.
 ASG Project Manager


 Jeffery G. Dingle, P.E.
 ASG Deputy Services Coordinator



Agreement Number: **FC-4906B Architectural, Engineering and Design Services**

Task Order Number: **36**

Task Order Maximum Payment Amount: **\$298,273.00**

The above referenced Task Order is made and entered into by and between the City of Atlanta, through its Contractual Agreement, hereinafter referred to as the CITY;

AND

ATLANTA SERVICES GROUP, A JV

Hereinafter referred to as the CONSULTANT.

This Task Order is made a part of the Professional Services Agreement referenced above between the CITY and the CONSULTANT, together with all attached exhibits made a part of this Task Order.

The period of performance/delivery date for this Task Order begins as of the Commencement Date of 7/1/2014, and shall be completed by a Completion Date of 6/30/2015, unless a written modification to this Task Order is made by the CITY.

Task Order Services to be provided: Professional services related to supplementing CITY staff with project list preparation, development of program management infrastructure and public outreach.

Consultant shall perform all work related to this task order in accordance with the scope of services, specifications, and Consultant's proposal titled: "**FY15 Capital Projects Professional Services – Program Management Startup**" attached and incorporated as Exhibit "A".

Task Order Milestones:

- Task Order Kickoff Meeting – To be scheduled upon our Notice to Proceed
- Summary of initial staff augmentation assignments and budgets – Five days after kickoff meeting
- Schedule of Pre-Vote Activity Milestones and Work Plan – Five days after kickoff meeting

Additional Task Order Provisions:

Key Task Order Personnel: Services Coordinator – **Jeffery Dingle**, Project Manager – **Gerald Ross**, Other Key Personnel – **Derrick Vincent** (Lead Engineer), **Hasaan Advvari** (Cost Estimator) , **Heather Fatzinger** (Public Outreach/Graphics Support)

Staffing Proposal: See table below

Agreement Number: **FC-4906B Architectural, Engineering and Design Services**

Task Order Number: 36

Task Order Consultant: ASG Joint Venture

Page 2

Task Order Template – Labor Only

City Project Contact Information:

Rodney Givens

Department of Public Works

55 Trinity Avenue, SW

Suite 4700

Atlanta, GA 30303

Phone: (404) 330-6240

Fax : (404) 658-7552

E-Mail: RCGivens@AtlantaGa.Gov

Consultant Project Contact Information:

Gerald Ross

Jacobs

10 10th Street, NW, Suite 1400

Atlanta, GA 30309

Phone: (404) 978-7570

Fax : (404) 978-7660

E-Mail : gerald.ross@jacobs.com

Estimated Labor Hours and Associated Fee for Task by Labor Category: See table below

Task Order Terms for Expenses: Reimbursable at cost.

Estimated MBE/WBE Summary:

MBE/WBE Firms Utilized in Task Order: N/A

Estimated MBE Percentage: 5%

Estimated WBE Percentage: 15%

Task Order Billing and Payment Terms: Attached and incorporated as Exhibit “B”

City Invoicing Contact Information:

Rodney Givens

Department of Public Works

55 Trinity Avenue, SW

Suite 4700

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Phone: (404) 330-6240

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E-Mail: RCGivens@AtlantaGa.Gov

Consultant Invoicing Contact Information:

Gerald Ross

Jacobs

10 10th Street, NW, Suite 1400

Atlanta, GA 30309

Phone: (404) 978-7570

Fax : (404) 978-7660

E-Mail : gerald.ross@jacobs.com

Attachments: Exhibit A, Scope of Work, Exhibit B Compensation

Attachment: 14-R-3829 Task Order (14-R-3829 : ATLANTA SERVICES GROUP)

Agreement Number: **FC-4906B Architectural, Engineering and Design Services**

Task Order Number: 36

Task Order Consultant: ASG Joint Venture

Page 3

Task Order Template – Labor Only

Authorized Representatives and Signatures:

City of Atlanta Representative: Rodney Givens Signature: _____

Consultant Representative: Jeffery Dingle Signature: _____

As a staff augmentation effort, the table below is simply an estimated breakdown of the potential utilization of resources over the project schedule stated within the RFP.

Estimated Labor Hours and Associated Fee for Task by Labor Category:

Labor Category	Office Rates	Estimated Hours	Total Estimated Fee
Project Manager 3	\$180.00	330	\$59,400.00
Engineer 10	\$230.00	390	\$89,700.00
Engineer 8	\$185.00	245	\$45,325.00
Engineer 6	\$140.00	162	\$22,680.00
Engineer 5	\$120.00	295	\$35,400.00
Land Acquisition Manager	\$126.00	118	\$14,868.00
Graphics Designer	\$100.00	285	\$28,500.00
Administrative Assistant	\$60.00	30	\$1,800.00
Total Labor			\$297,673.00
Other Direct Costs			\$600.00
Grand Total			\$298,273.00

Attachment: 14-R-3829 Task Order (14-R-3829 : ATLANTA SERVICES GROUP)



EXHIBIT A

FY15 Capital Projects Professional Services - Program Management Start-Up

Agreement Number: FC-4906B Architectural, Engineering and Design Services

Task Order Number: 36

Project Description

Program Management (PM) startup up services to augment Department of Public Works Staff related to pre-vote activities required for the proposed 2015 Bond Referendum.

Scope of Work

CONSULTANT will provide personnel and expertise for the development and implementation of a transportation capital improvement program funded by a 2015 Bond Referendum. This scope of services includes providing such services in a staff augmentation delivery method with required expertise being provided to the City as requested, and under the direction of leadership within the City of Atlanta Department of Public Works. Per the RFP, ASG will perform these services from July 2014 through June 2015.

It is anticipated that these services will include (but will not necessarily be limited to) the following:

- Strategic advice and the application of best business practices in the development of a project controls and management structure necessary to effectively deliver a Transportation Capital Improvement Program (CIP)
- Professional services in the areas of construction cost estimating; project sequencing, prioritization and optimization; and strategic advice related to potential projects to be included in a project list for the City's planned Bond Referendum
- Graphics services and strategic advice in support of the City's public outreach efforts related to the 2015 Bond Referendum

It is understood that a separate RFP for a post-vote consultant to augment the Department's staff may be issued at a later date closer to the passing of the referendum.

Upon Notice to Proceed, CONSULTANT will schedule a project team kickoff meeting and work with CITY staff to identify immediate staff augmentation needs and priority actions. The ASG JV's Project Manager will coordinate the delivery of required resources and will monitor performance and expenditures against the allotted budget.

The ASG Project Manager will also manage and or coordinate the work included in the “Program Management Database” and the “Street Condition Assessment” being performed under the “FY15 Capital Projects Professional Services” to insure that efficient and effective services are being rendered in support of all “pre-vote” 2015 Bond Referendum activities.

Staffing offered in this staff augmentation effort will integrate with current DPW staff and will render professional services as required to provide technical expertise, best business practices, and strategic advice.

Availability of Staff

For this staff augmentation effort, the ASG JV has over 112 transportation and corridor planning; road, highway, traffic and bridge design; program and construction management, and traffic operations professionals working within the City of Atlanta, amongst over 500 engineering and architectural professionals within the Atlanta Metro Area. Our pool of Metro Atlanta expertise also includes construction cost estimating and project controls, asset management, value engineering; utility design, program and construction management; communications and public involvement, and management consulting. These resources will be made available upon the City’s request.

Based on our understanding of the current need for “pre-vote” services, we anticipate that the following professionals will offer key expertise to the City for this effort, upon your request:

Gerald Ross, P.E. (ASG Project Manager/Technical Lead) – Mr. Ross will be available for any assignment under this staff augmentation task order. He will serve as our Project Manager on this effort, as well as our Technical Lead and Advisor for services provided in support of construction cost estimating; project sequencing, prioritization and optimization, and strategic advice related to potential projects to be included in a project list for the City’s planned Bond Referendum. Mr. Ross will also offer strategic advice in the development of a project controls and management structure necessary to effectively deliver an effective Transportation CIP.

Mr. Ross has 32 years of experience in the field of transportation and served for 30 years with the Georgia Department of Transportation (GDOT) including the positions of Division Director P3, Chief Engineer, and Deputy Commissioner.

Under his leadership, GDOT implemented the American Recovery and Investment Act of 2009 (the United States Department of Transportation’s (USDOT) stimulus program) that included \$1.1 billion dollars and 501 projects. The program was required to have all funds let to construction within one year and included financial and progress reporting to USDOT on a monthly basis. Some of his responsibilities included regular in-person reporting to the Governor, Lt. Governor, Speaker of the House, and the GDOT board. He successfully met all USDOT deadlines and obligated all funds. Projects included roadway improvements, bridges, sidewalk/trail improvements, acquisition of right-of-way, airport runway and terminal improvements. Another example of Gerald’s program management experience includes his leading the charge to reform program delivery at GDOT through the creation of the Office of Program Delivery and staffing the office with experienced project managers who are responsible for overseeing projects from concept to completion. In 2011, he led GDOT in the completion of 646 small and large projects in 73 counties across the state; 116 of those projects had a construction cost of at least \$2 million

Exhibit A, Page 2

dollars. He was also responsible for the implementation of a \$1 billion dollar annual capital program that included all transportation projects and buildings for GDOT. His role was to ensure delivery of the projects, maintain the budgets of the projects as well as the capital program, and to implement a robust Quality Assurance/Quality Control program.

Brendan Thompson – Mr. Thompson will be available for any assignment under this staff augmentation task order. Brendan has 20 years of experience in the development of CIPs as a former Public Works Director, and as a consultant performing such duties for municipalities. Mr. Thompson is currently completing work on the development of the Columbia County Georgia SPLOST CIP and Project List (\$200M). He also has extensive experience in the development of rate studies and financial analysis to support capital expenditure planning and funding strategies.

Diana Jackson, P.E. – Mrs. Jackson will be available for any assignment under this staff augmentation task order. Diana has 29 years as a program and project manager. She is currently completing the management of the Columbia County Georgia SPLOST CIP and Project List (\$144M) and managed a \$350M capital improvement program for Athens-Clarke County Public Utilities.

Derrick Vincent, P.E. – Mr. Vincent will be available for any assignment under this staff augmentation task order. Derrick will be available to support efforts related to construction cost estimating; project sequencing, prioritization and optimization. He will also be available to leverage his 14 years of experience in the design of major road and highway projects to offer strategic advice during the development of your referendum's project list, and overall program schedule.

Michael Francis – Mr. Francis will be available for any assignment under this staff augmentation task order. Michael will also be available to support efforts related to construction cost estimating; project sequencing, prioritization and optimization. He will also be available to leverage his 16 years of experience in the design of major road and highway projects to offer strategic advice during the development of your referendum's project list, and overall program schedule.

Hasaan Advari, P.E. – Mr. Advari will be available for any assignment under this staff augmentation task order. Mr. Advari has over 32 years of experience in construction cost estimating, program management, project management, construction, design, and engineering. Hassan has estimated and ultimately constructed in excess of 250 miles of roads/streets, approximately 10 miles of sidewalks and associated flatwork, and all of the related storm water culverts and drains. Hassan also provided constructability reviews/QC on design packages prepared on the previous City of Atlanta Quality of Life Program Phase I.

Elias Mageaes, P.E., CVS – Mr. Mageas will be available for any assignment under this staff augmentation task order. He has 27 years of experience in the area of construction cost estimating, project controls and value engineering. His expertise will be available to support the development of the referendum's project list through project prioritization and optimization.

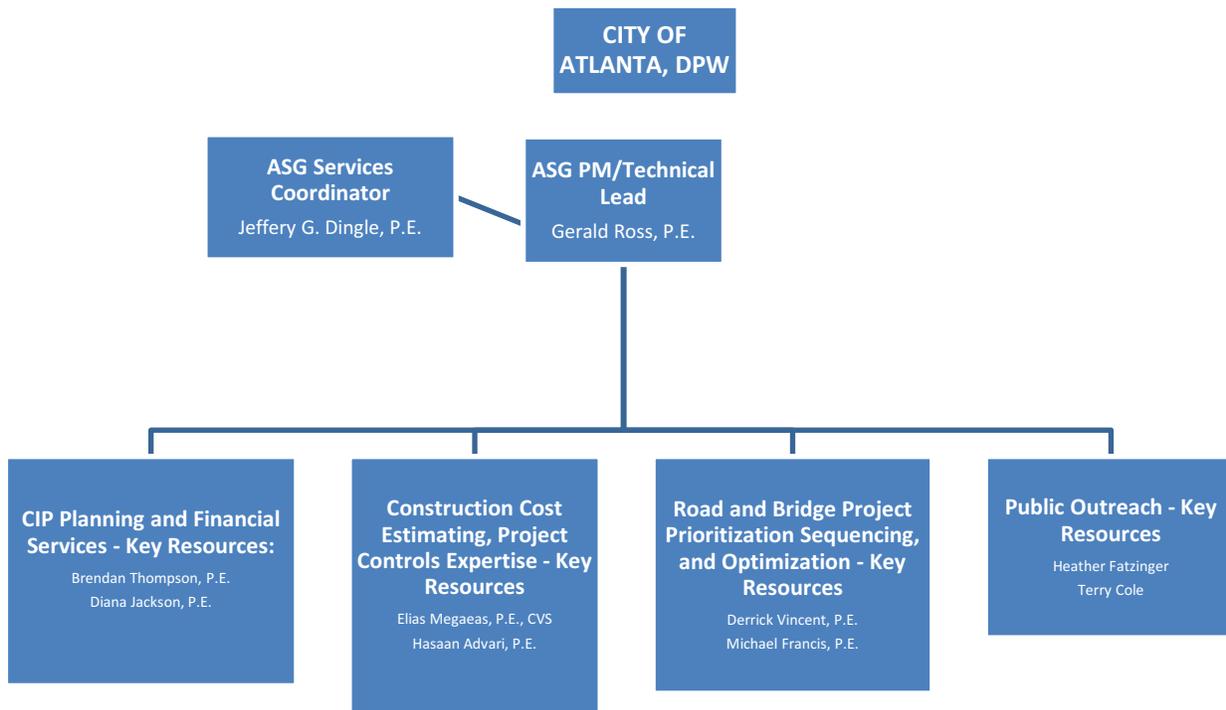
Heather Fatzinger (Full Circle Communication, FBE, Sub consultant to the ASG JV) – Ms. Fatzinger will be available for any assignment under this staff augmentation task order. Heather has 14 years of experience in the development and implementation of public outreach campaigns and strategic communications for major capital programs. Her expertise will be available for strategic advice related to

the City’s public outreach effort as needed, and during the vetting of the project list for the City’s planned Bond Referendum.

Full Circle Communications will also provide graphics support for the City’s public outreach campaign as requested.

Terry Cole – Ms. Cole will be available for strategic advice related to the city’s public outreach effort as needed. Terry has 28 years of experience in the development and implementation of public outreach campaigns and strategic communications for major capital programs. She can offer the City great insight on best practices during the development of public engagement strategies.

Organization Chart



Summary of Project Approach

As a staff augmentation effort, ASG’s focus will be on constant communication with designated leadership within the Department of Public Works during all pre-vote activity and the leveraging of professional expertise that can contribute to the effort. As our PM and Technical Leader, Gerald Ross will work closely with DPW, offering strategic advice in the development of the project controls and management structure necessary to effectively deliver the CIP. He will also be available to be involved in the development and vetting of the project list, the development of strategies for public engagement, as well as agency and stakeholder coordination.

ASG proposes a Task Order Kickoff Meeting (scheduled immediately after NTP is issued) that would include representatives from the City’s DPW leadership team, our ASG Services Coordinator, the ASG

Exhibit A, Page 4

Attachment: 14-R-3829 Task Order (14-R-3829 : ATLANTA SERVICES GROUP)

PM, a Project Controls/Cost Estimating Professional, and a Senior Roadway Engineer. The overall objective of this meeting will be to:

- Communicate to ASG ongoing efforts by DPW, the currently established timeline, and milestones to be achieved during pre-vote services
- Determine ASG resources that may enhance and or accelerate ongoing DPW efforts
- Determine additional tasks that need to be accomplished during “pre-vote” services and how ASG resources will be utilized to support such efforts
- Establish protocols for the utilization of the adopted “Program Management Database” (Item 1 of the overall “FY15 Capital Projects Professional Services” RFP) and how it will be utilized to drive and track the pre-vote services
- Establish the parameters of an overall pre-vote services program schedule. ASG will develop, track and manage an overall program schedule (upon the request of DPW) to be incorporated into the chosen Program Management Database

Once initial task order assignments for ASG are established and scheduled, Mr. Ross will remain in constant communications with DPW as well as the various members of the assigned staff augmentation effort to insure that these services are being rendered to the satisfaction of DPW. The ASG Services Coordinator (Jeffery Dingle) will meet with DPW leadership (at a minimum monthly) to gauge project and personnel performance and will take action to correct any deficiencies. Mr. Ross will also work closely with DPW leadership to coordinate the work being provided by ASG, and or work that can be provided by DPW staff, to provide added assurance that the resources within this task order and the resources within DPW are being properly leveraged for an efficient delivery of these pre-vote services.

Mr. Ross will establish quality assurance and control processes for specific work efforts assigned to the ASG team, relative to the nature of the staff augmentation assignment. Deliverables within our efforts will be cross checked with resources within our JV with objective eyes and relevant professional expertise.

Mr. Ross will develop and submit to the leadership of DPW a Monthly Status Report of all staff augmentation services being rendered and the status of all budgets.

Deliverables

As a staff augmentation effort, specific deliverables will be determined as appropriate for specific assignments issued under this task order. The ASG Project Manager will deliver status reports on a monthly basis, meeting minutes within 2 business days after meetings, and project documentation as required.

Assumptions

- Mileage for specific project related travel will be compensated by the CITY
- CITY will provide all printing of graphic material developed under this effort, related to the public outreach program



EXHIBIT B

FY15 Capital Projects Professional Services - Item 1. Program Management Startup

Agreement Number: FC-4906B Architectural, Engineering and Design Services

Task Order Number: 36

Consultant's Compensation Method

Hourly Billing Rates with a Not-to Exceed Amount

Pricing for this project is based on time for the actual hours expended, not to exceed the estimate listed below. Work within this task order is staff augmentation, based on requested personnel from authorized leadership from the Department of Public Works. CONSULTANT will invoice monthly or at the completion of the project as appropriate. Invoices are due in 30 days. Any change in the Scope shall require prior written consent from CONSULTANT and CITY. Should a change in Scope be authorized, pricing is subject to change and will be billed based upon actual hours worked.

As a staff augmentation effort, the table below is simply an estimated breakdown of the potential utilization of resources over the project schedule stated within the RFP.

Role	Rate	Hours	Cost
Project Manager 3	\$180.00	330	\$59,400
Engineer 10	\$230.00	390	\$89,700
Engineer 8	\$185.00	245	\$45,325
Engineer 6	\$140.00	162	\$22,680
Engineer 5	\$120.00	295	\$35,400
CAD Technician 3	\$80.00	188	\$15,040
Graphics Designer	\$100.00	300	\$30,000
Administrative Assistant	\$60.00	30	\$1800
Other Direct Costs			\$600
TOTAL			\$298,273

COMMITTEE AMENDMENT FORM

DATE: 07/15/14

COMMITTEE CITY UTILITIES

PAGE NUM(S) 1

ORDINANCE I. D. _____

SECTION (S) _____

RESOLUTION I. D. #14-R-3829

PARAGRAPH

AMENDS THE LEGISLATION TO CHANGE THE YEAR OF EXPIRATION DATE IN 3RD WHEREAS CLAUSE TO 2012 AND TO ATTACH THE TASK ORDER.

Attachment: 14-R-3829 Amendment Form (14-R-3829 : ATLANTA SERVICES GROUP)