



Legislation Details (With Text)

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On agenda: 4/15/2024 **Final action:** 4/19/2024

Title: To authorize the Director of Finance and Management, on behalf of the Office of Construction Management, to enter into a professional architectural / engineering services agreement with Roger D. Fields & Associates, for the East Central Health Facility Upgrades project; to authorize a transfer and expenditure up to \$60,690.00 within the Neighborhood Health Center Capital Reserve Fund; and to authorize an amendment to the 2023 Capital Improvements Budget. (\$60,690.00)

Sponsors:

Indexes: MBE Participation

Code sections:

Attachments: 1. ORD 0399-2024 Funding

Date	Ver.	Action By	Action	Result
4/19/2024	1	CITY CLERK	Attest	
4/18/2024	1	MAYOR	Signed	
4/15/2024	1	COUNCIL PRESIDENT	Signed	
4/15/2024	1	Columbus City Council	Approved	Pass
4/8/2024	1	Columbus City Council	Read for the First Time	

1. BACKGROUND: This Ordinance authorizes the Finance and Management Director to enter into a professional architectural / engineering services agreement, on behalf of the Office of Construction Management, with Roger D. Fields & Associates, for the East Central Health Facility Upgrades project, in an amount up to \$60,690.00.

The scope of work includes design, engineering and construction administration services for the installation of a whole house generator, replacement of the existing all-electric Roof Top Unit (RTU), and updating the building HVAC control system.

2. BID INFORMATION: The selection of the firm providing the professional architectural / engineering services has been performed in accordance with the procedures set forth in Columbus City Code, Section 329.27 “Awarding professional service contracts through requests for statements of qualifications (RFSQ)”. The project was let by the Office of Construction Management through Vendor Services and Bonfire. Of the 376 vendors solicited, 121 were Minority-owned, 2 were Veteran-owned, 193 were Small Business-owned, and 87 were Women-owned.

Five (5) RFSQ’s were opened on December 7, 2023 with two having minority-designated status.

1. Advanced Engineering Consultants (WBE)
2. Karpinski Engineering
3. Osborn Engineering
4. Roger D. Fields & Associates
5. Star Consultants (MBE)

An evaluation committee reviewed and scored the proposals based on the criteria included Columbus City Code, Section 329.27. The Department of Finance and Management recommends an award be made to Roger D. Fields & Associates.

3. CONTRACT COMPLIANCE INFO: DAX No. 4648, expires 10/2/25, Majority-owned

Searches in the Excluded Party List System (Federal) and the Findings for Recovery list (State) produced no findings against Roger D. Fields & Associates.

4. SUBCONSULTANT PARTICIPATION: The ODI-assigned goal for this project is 20%. Roger D. Fields & Associates proposed using Kabil Associates, an MBE-designated firm, for contingency work, to meet this goal. Minority vendor certification was in good standing at the time the bid was awarded.

5. FISCAL IMPACT: A transfer within the Neighborhood Health Center. Capital Reserve Fund - Fund No. 7784 will be necessary as well as an amendment to the 2023 Capital Improvements Budget.

To authorize the Director of Finance and Management, on behalf of the Office of Construction Management, to enter into a professional architectural / engineering services agreement with Roger D. Fields & Associates, for the East Central Health Facility Upgrades project; to authorize a transfer and expenditure up to \$60,690.00 within the Neighborhood Health Center Capital Reserve Fund; and to authorize an amendment to the 2023 Capital Improvements Budget. (\$60,690.00)

WHEREAS, five (5) technical proposals for the East Central Health Facility Upgrades project were received on December 7, 2023; and

WHEREAS, the Department of Finance and Management recommends the agreement be awarded to Roger D. Fields & Associates; and

WHEREAS, it is necessary to authorize a transfer and expenditure of funds within the Neighborhood Health Center Capital Reserve Fund - Fund No. 7784; and

WHEREAS, it is necessary to authorize an amendment to the 2023 Capital Improvements Budget for the purpose of providing sufficient spending authority for the aforementioned project expenditure; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Finance and Management, Office of Construction Management, to authorize the Director of Finance and Management to enter into a professional architectural / engineering services agreement for the East Central Health Facility Upgrades project, with Roger D. Fields & Associates, for the preservation of the public's peace, property and safety; now therefore,

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

SECTION 1. That the Director of Finance and Management is hereby authorized to enter into a professional architectural / engineering services agreement, on behalf of the Office of Construction Management, with Roger D. Fields & Associates, for the East Central Health Facility Upgrades project, in an amount up to \$60,690.00.

SECTION 2. That the transfer and expenditure of \$60,690.00, or so much thereof as may be needed, is hereby authorized in the Neighborhood Health Center Capital Reserve Fund - Fund No. 7784, per the accounting codes in the attachment to this ordinance.

SECTION 3. That the 2023 Capital Improvements Budget is hereby amended 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 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 6. That the City Auditor is authorized to establish proper project accounting numbers as appropriate.

SECTION 7. 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 8. That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.