



Legislation Details (With Text)

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On agenda: 12/4/2023 **Final action:** 12/7/2023

Title: To amend the 2023 Capital Improvement Budget; to authorize the transfer of funds and appropriation within the Streets and Highways Bond Fund; to authorize the Director of Public Service to enter into a professional services contract with EMH&T for the Design Manual - Roadside Design project; to authorize the expenditure of up to \$350,000.00 from the Streets and Highways Bond Fund to pay for this contract; and to declare an emergency. (\$600,000.00)

Sponsors:

Indexes: MBE Participation

Code sections:

Attachments: 1. Ord 3117-2023 Accounting Template.pdf, 2. Ord 3117-2023 Sub Consultant.pdf

Date	Ver.	Action By	Action	Result
12/7/2023	1	CITY CLERK	Attest	
12/6/2023	1	ACTING MAYOR	Signed	
12/4/2023	1	COUNCIL PRESIDENT	Signed	
12/4/2023	1	Columbus City Council	Approved	Pass

1. BACKGROUND

This ordinance authorizes the Director of Public Service to enter into professional services contracts with EMH&T (Evans, Mechwart, Hambleton & Tilton) in the amount of up to \$350,000.00 for the Design Manual - Roadside Design project.

The intent of this project is to provide the City of Columbus, Department of Public Service, Department Design Memos covering specific sections of chapters for eventual inclusion in a Public Service Design Manual at a later date. The upcoming iteration will focus on Roadside Design, including clear zone calculations, Urban Lateral Clear Zone usage, Safety Edge investigation, and acceptable roadside cross sections for SCD 2130 constraints. We also aim to establish a standard street naming typology for memos and design standards.

The Department of Public Service, Office of Support Services, solicited Requests for Proposals for the Design Manual - Roadside Design contract. The project was formally advertised on the Vendor Services and Bonfire web sites from September 20, 2023, to October 18, 2023. The

City received two (2) responses. Both proposals were deemed responsive and were fully evaluated when the Evaluation Committee met on October 25, 2023. The responding firms were:

Company Name	City/State	Majority/ODI Certification
EMH&T	Columbus, OH	MAJ
Toole Design Group, LLC	Columbus, OH	WBE

EMH&T received the highest score by the evaluation committee and will be awarded the Design Manual - Roadside Design contract.

Searches in the Excluded Party List System (Federal) and the Findings for Recovery list (State) produced no findings against EMH&T.

EMH&T's certification was in good standing at the time the bid was awarded.

As part of their bid EMH&T has proposed the following subcontractors to work on the project:

<u>Company Name</u>	<u>City/State</u>	<u>Majority/ODI Certification</u>
2LMN, Inc.	Columbus, Ohio	MBE
Dynotec	Columbus, Ohio	MBE

2. CONTRACT COMPLIANCE

EMH&T's contract compliance number is CC004214 and expires 11/16/2024.

3. FISCAL IMPACT

Funding in the amount of \$350,000.00 is available and appropriated within Fund 7704, the Streets and Highways Bond Fund, project P538014 - 100000 Intersection - Roberts Rd at Frazell Rd/Spindler Rd. An amendment to the 2023 Capital Improvement Budget and a transfer of cash and appropriation is required to establish sufficient budget authority for the project.

The remaining balance of \$250,000.00 in P538014 - 100000 Intersection - Roberts Rd at Frazell Rd/Spindler Rd is available for transfer to P440104 - 100040 Miscellaneous Developments- Vision Zero Action Plan Implementation to align cash with the proper project.

4. MINORITY AND WOMAN OWNED BUSINESS ENTERPRISE & SMALL LOCAL BUSINESS ENTERPRISE PROGRAM

This contract was bid with a City of Columbus MBE/WBE Program goal of 18% as assigned by the City's Office of Diversity and Inclusion (ODI). Failure by the contractor to meet this goal subjects the contractor to the Penalties for Non-Compliance as described in the "City's Minority and Women-Owned Business Enterprise & Small Local Business Enterprise Program Manual" and in the "City of Columbus MBE/WBE Program Special Provision" that were part of the bid documents for this contract.

5. EMERGENCY DESIGNATION

Emergency action is requested to expedite this contract to meet the end of 2024 deadline for project completion, to ensure the safety of the travelling public.

To amend the 2023 Capital Improvement Budget; to authorize the transfer of funds and appropriation within the Streets and Highways Bond Fund; to authorize the Director of Public Service to enter into a professional services contract with EMH&T for the Design Manual - Roadside Design project; to authorize the expenditure of up to \$350,000.00 from the Streets and Highways Bond Fund to pay for this contract; and to declare an emergency. (\$600,000.00)

WHEREAS, there is a need to enter into a professional services contract to provide for organization of existing City of Columbus standards, policies, recommended practices and standard drawings into one comprehensive formal document; and

WHEREAS, the Department of Public Service, Office of Support Services, solicited Requests for Proposals for the Design Manual - Roadside Design project; and

WHEREAS, EMH&T submitted the best overall proposal for this project; and

WHEREAS, it is necessary to enter into a contract with EMH&T for the provision of professional engineering consulting services described above in the amount of up to \$350,000.00; and

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

WHEREAS, it is necessary for Council to authorize a transfer of funds and appropriation within Fund 7704, the Streets and Highways Bond Fund, to establish sufficient cash to pay for the project; and

WHEREAS, it is necessary for Council to authorize a transfer of funds and appropriation within Fund 7704, the Streets and Highways Bond Fund, from P538014 - 100000 Intersection - Roberts Rd at Frazell Rd/Spindler Rd to P440104 - 100040 Miscellaneous Developments - Vision Zero Action Plan Implementation to align cash with the proper project; and

WHEREAS, this contract opportunity was submitted to the City's Office of Diversity and Inclusion (ODI) for review and assignment of an MBE/WBE goal prior to bidding; and

WHEREAS, this contract was bid with an anticipated City of Columbus MBE/WBE Program goal of 18% as assigned by the City's Office of Diversity and Inclusion (ODI); and

WHEREAS, failure by the contractor to meet this goal subjects the contractor to the Penalties for Non-Compliance; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Public Service in that it is immediately necessary to authorize the Director of Public Service to enter into contract with EMH&T in order to provide funding for the Design Manual - Roadside Design to meet the end of 2024 deadline for project completion, to ensure the safety of the traveling public, all for the immediate 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 2023 Capital Improvements Budget authorized by ordinance 1711-2023 be amended as follows to establish sufficient authority for this project:

Fund / Project / Project Name / C.I.B. / Change / C.I.B. as Amended

7704 / P538014-100000 / Intersection - Roberts Rd at Frazell Rd/Spindler Rd (Voted Carryover) / \$1,100,000.00 / (\$600,000.00) / \$500,000.00

7704 / P530161-100226 / Design Manual - Roadside Design (Voted Carryover) / \$0.00 / \$350,000.00 / \$350,000.00

7704 / P440104-100040 / Miscellaneous Developments - Vision Zero Action Plan Implementation (Voted Carryover) / \$300,000.00 / \$250,000.00 / \$550,000.00

SECTION 2. That the transfer of \$350,000.00, or so much thereof as may be needed, is hereby authorized within Fund 7704 (Streets and Highways Bond Fund), from Dept-Div 5913 (Design and Construction), Project P538014-100000 (Intersection - Roberts Rd at Frazell Rd/Spindler Rd), Object Class 06 (Capital Outlay) to Dept-Div 5912 (Design and Construction), Project P530161-100226 (Design Manual - Roadside Design), Object Class 06 (Capital Outlay) per the account codes in the attachment to this ordinance.

SECTION 3. That the transfer of \$250,000.00, or so much thereof as may be needed, is hereby authorized within Fund 7704 (Streets and Highways Bond Fund), from Dept-Div 5913 (Design and Construction), Project P538014-100000 (Intersection - Roberts Rd at Frazell Rd/Spindler Rd), Object Class 06 (Capital Outlay) to Dept-Div 5912 (Design and Construction), Project P440104-100040 (Miscellaneous Developments - Vision Zero Action Plan Implementation), Object Class 06 (Capital Outlay) per the account codes in the attachment to this ordinance.

SECTION 4. That the Director of Public Service be, and hereby is, authorized to enter into a professional services contract with EMH&T at 5500 New Albany Road, Columbus, Ohio 43054, for the Design Manual - Roadside Design project in an amount up to \$350,000.00.

SECTION 5. That the expenditure of \$350,000.00, or so much thereof as may be needed, is hereby authorized in Fund 7704 (Streets and Highways Bond Fund), Dept-Div 5912 (Design and Construction), Project P530161-100226 (Design Manual - Roadside Design), in Object Class 06 (Capital Outlay) per the accounting codes in the attachment to this ordinance.

SECTION 6. Funds are hereby deemed appropriated and expenditures and transfers authorized to carry out the purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

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 the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account 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 are no longer required for said project.

SECTION 9. That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor or ten days after passage if the Mayor neither approves nor vetoes the same.