



Legislation Details (With Text)

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On agenda: 9/24/2012 **Final action:** 9/26/2012

Title: To authorize the Director of the Department of Public Service to enter into a contract with Engage Public Affairs, LLC to develop training materials and provide project management training to Public Service staff; to waive the competitive bidding provisions of the Columbus City Code regarding professional services contracts; to amend the 2012 C.I.B; to authorize the appropriation, transfer and expenditure of \$99,600.00 within the Street and Highway Improvement Fund; and to declare an emergency. (\$99,600.00)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
9/26/2012	1	CITY CLERK	Attest	
9/25/2012	1	MAYOR	Signed	
9/24/2012	1	COUNCIL PRESIDENT	Signed	
9/24/2012	1	Columbus City Council	Approved	Pass

1. BACKGROUND

This ordinance authorizes the Director of the Public Service to enter into a contract with Engage Public Affairs, LLC to provide project management training to Public Service staff.

The purpose of this contract is to create and present project management training to project managers, engineers and support staff in the Department of Public Service. The training will provide project managers the skills to ensure a complete and accurate project scope is developed, the project is completed accurately, on schedule and on budget, work is coordinated amongst various divisions, departments and other stakeholders, project decisions are documented, and consultant contracts are adequately managed.

Three training sessions will be held with approximately 60 employees from the Department of Public Service participating.

Searches in the Excluded Party List System (Federal) and the Findings for Recovery list (State) produced no findings against Engage Public Affairs, LLC.

2. WAIVER OF COMPETITIVE BIDDING

The Department of Public Service requests that a waiver of the competitive bidding requirements of Columbus City Code, in accordance with section 329 be authorized for this project. The consultant team that will be retained for this program is performing similar work for The Ohio Department of Transportation(ODOT) in regards to creating and presenting project management training. The ODOT training course material is largely what will be utilized, and requesting proposals to select another firm to create new training materials would not be time or cost effective. The expertise, time and manpower to create this training is not available in house.

3. EMERGENCY DESIGNATION

Emergency action is requested to provide this training at the earliest possible time to provide for increased efficiency of the Department of Public Service staff.

4. CONTRACT COMPLIANCE

The contract compliance number for Engage Public Affairs is 201593274 and it expires 2/2/14.

5. FISCAL IMPACT:

The cost associated with this contract is \$99,600.00. This amount is available within the Street and Highway Improvement Fund for the Department of Public Service.

To authorize the Director of the Department of Public Service to enter into a contract with Engage Public Affairs, LLC to develop training materials and provide project management training to Public Service staff; to waive the competitive bidding provisions of the Columbus City Code regarding professional services contracts; to amend the 2012 C.I.B; to authorize the appropriation, transfer and expenditure of \$99,600.00 within the Street and Highway Improvement Fund; and to declare an emergency. (\$99,600.00)

WHEREAS, the Department of Public Service is responsible for the management of many projects to provide for the maintenance and improvements to the City's infrastructure; and

WHEREAS, to ensure that this is performed to the highest level possible Public Service staff require training to perform their jobs with the most current knowledge available to serve the citizens of Columbus; and

WHEREAS, the Department of Public Service has determined that project management training would be beneficial to its staff to ensure a complete and accurate project scope is developed, to ensure the project is completed accurately, on schedule and on budget, work is coordinated amongst various divisions, departments and other stakeholders, project decisions are documented, and consultant contracts are adequately managed; and

WHEREAS, Engage Public Affairs, LLC has created a similar program for the Ohio Department of Transportation staff; and

WHEREAS, This ordinance authorizes The Department of Public Service to enter into contract with Engage Public Affairs, LLC to provide project management training for Public Service staff; and

WHEREAS, to provide this training the Department has negotiated a fee with Engage Public Affairs, LLC for this service; and

WHEREAS, it is necessary to waive the competitive bidding provisions of the City Code, 1959 in regards to the procurement of professional Services; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Public Service, Division of Design and Construction, in order to proceed with this training and provide Public Service staff to provide tools necessary so that staff can perform as efficiently as possible, thereby preserving the public health, peace, property, safety and welfare; now, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF COLUMBUS:

SECTION 1. That the Director of the Department of Public Service is hereby authorized to enter into contract with Engage Public Affairs, LLC, 7759 Crawley Drive, Dublin, OH 43017, in an amount of up to \$99,600.00 to provide project management training to Department of Public Service staff.

SECTION 2. That the competitive bidding provisions of Section 329.12 the City Code be waived.

SECTION 3. That the 2012 C.I.B. authorized by ordinance 0368-2012 be amended to provide sufficient authority in the appropriate project detail number for this project as follows:

Fund / Project / Project Name / Current C.I.B. / Change / C.I.B. as amended

766 / 766999-100000 / Unallocated Balance (Street & Highway Carryover) / \$2,662,772.00 / (\$99,600.00) / \$2,563,172.00

766 / 530161-100140 / Roadway Improvements - Project Management Training (Street & Highway Carryover) / \$0.00 / \$99,600.00 / \$99,600.00

SECTION 4. The sum of \$99,600.00 be and is hereby appropriated from the unappropriated balance of the Street and Highway Improvement Fund, Fund 766, and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the fiscal year ending December 31, 2012 as follows:

Fund / Project / Project Name / O.L. 01/03 Codes / OCA Code / amount
766 / 766999-100000 / Unallocated Balance / 06-6600 / 766999 / \$99,600.00

SECTION 5. That the transfer of cash and appropriation within the Street and Highway Improvement Fund, Fund 766, be authorized as follows:

Transfer from:

Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount
766 / 766999-100000 / Unallocated Balance / 06-6600 / 766999 / \$99,600.00

Transfer to:

Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount
766 / 530161-100140 / Roadway Improvements - Project Management Training / 06-6600 / 766140 / \$99,600.00

SECTION 6. That the expenditure of \$99,600.00 or so much thereof as may be necessary is hereby authorized to be expended from:

Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount
766 / 530161-100140 / Roadway Improvements - Project Management Training / 06-6600 / 766140 / \$99,600.00

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 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.