



## Legislation Text

---

**File #:** 3034-2023, **Version:** 1

---

**Background:** This ordinance authorizes the Director of the Recreation and Parks Department to enter into contract with CTL Engineering, Inc. to provide facility condition assessment services for the Capital Asset Management Program Update Project. The contract amount is \$879,430.00, with a contingency of \$120,000.00, for a total of \$999,430.00 being authorized by this ordinance.

The Recreation and Parks Department needs a partner to perform facility condition assessments and review and update, as necessary, the information currently contained within the Department's Asset Planner database. The current Asset Planner is a portfolio of the Department's facility infrastructure. This project will determine the assets' age, condition, repair history, and state and use it to develop a routine that maximizes each capital investment's life.

This project has two primary goals. The first is to update and refresh the Department's assets, which have been identified and recorded in the existing Asset Planner portfolio. The second goal is to determine where each asset exists in its life cycle and assign activities that optimize its life. Once a task is identified, it will be scheduled and imported into a work order system that will assign each task to staff to perform the work.

This project will ensure that the capital assets will be utilized to maximize their life span and minimize capital expenditures. Also, by updating the information in Asset Planner, the Department's decisions associated with the five-year capital plan will be validated by maximizing the return on investment. Furthermore, the assets will operate in a manner that complies with the Energy Management and Climate Action Plans.

### **Vendor Bid/Proposal Submissions (ODI designation status):**

Proposals were advertised through Vendor Services and Bonfire, in accordance with City Code Section 329, on August 15, 2023 and received by the Recreation and Parks Department on September 05, 2023. Proposals were received from the following companies:

Advanced Engineering Consultants (MBE)

CTL Engineering (MBE)

Heapy Engineering (MAJ)

Kimley Horn Engineering (MAJ)

Of note, professional services contracts are quality based selections and not based on price. Costs were not requested nor were they part of this evaluation.

In accordance with City Code, a selection team evaluated the proposals and recommended CTL Engineering, Inc. be selected to perform the work. The firm was chosen based on their referenced projects, experience, qualifications, availability, timeline, and project approach.

Certification of the MBE being proposed was in good standing at the time the bid was awarded.

### **Principal Parties:**

CTL Engineering, Inc.

2860 Fisher Road

Columbus, Ohio 43204

Mikel Coulter, (614) 276-8123  
Contract Compliance Number: 004209  
Contract Compliance Expiration Date: May 20, 2024

**Emergency Justification:** Emergency action is requested in order for the Recreation and Parks Department to begin implementing the efficient operation of its assets to reduce the overall capital expenditures across its portfolio. In addition, immediate implementation of this work will further aide the Department in meeting the goals set forth by its Climate and Energy Management Plans.

**Benefits to the Public:** This project will benefit the public by minimizing capital expenditures and maximizing the life of the Department's capital assets.

**Area(s) Affected:** Citywide (99)

**Master Plan Relation:** This project will support the Recreation and Parks Master Plan by identifying and scheduling capital improvements, maximizing the life of the Department's capital assets, while minimizing the capital expenditures.

**Fiscal Impact:** \$999,430.00 is budgeted and available from within the Recreation and Parks Voted Bond Fund 7702 to meet the financial obligations of this contract.

To authorize the Director of the Recreation and Parks Department to enter into contract with CTL Engineering, Inc. for the Capital Asset Program Update Project; to authorize the expenditure of \$999,430.00 from the Recreation and Parks Voted Bond Fund; and to declare an emergency. (\$999,430.00)

**WHEREAS,** it is necessary to authorize the Director of the Recreation and Parks Department to enter into contract with CTL Engineering, Inc. to provide facility assessment services for the Capital Asset Program Update Project; and

**WHEREAS,** it is necessary to authorize the expenditure of \$999,430.00 from the Recreation and Parks Voted Bond Fund 7702; and

**WHEREAS,** an emergency exists in the usual daily operations of the Recreation and Parks Department in that it is immediately necessary to authorize the Director to enter into contract with CTL Engineering, Inc. so they can begin facility assessment services immediately so that the Department can implement the efficient operation of its assets and reduce the overall capital expenditures as soon as possible, all for the immediate preservation of the public health, peace, property, and safety; **NOW, THEREFORE,**

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

**SECTION 1.** That the Director of the Recreation and Parks Department be and is hereby authorized to enter into contract with CTL Engineering, Inc. for the Capital Asset Program Update Project.

**SECTION 2.** That, for the purpose stated in Section 1, the expenditure of \$999,430.00 or so much thereof as may be necessary to pay the cost thereof, be and is hereby authorized from the Recreation and Parks and Voted Bond Fund 7702 in object class 06 Capital Outlay per the accounting codes in the attachments to this ordinance.

**SECTION 3.** 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 4.** 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 5.** 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 6.** 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.