



City of Columbus

Office of City Clerk
90 West Broad Street
Columbus OH 43215-9015
columbuscitycouncil.org

Legislation Text

File #: 1060-2013, Version: 1

The purpose of this legislation is to authorize the Director of the Department of Public Utilities to enter into an agreement with Progressive Marketing & Management Agency for special event planning and consulting services including coordination, marketing and execution of the 2013 Mayor's Small Business Conference (MSBC). The Department of Public Utilities provides quality water, wastewater, and electricity services to over 1 million people in Central Ohio and is the City's largest contracting agency, fulfilling over \$150,000,000 in contracts in 2012. It is in this capacity that DPU serves as the lead agency for the Mayor's Small Business Conference. Planning partners include the City's Equal Business Opportunity Commission Office (EBOCO) and seven additional City departments which help guide MSBC programming. The 2013 conference will take place in October and span one and one-half days.

The Department of Public Utilities advertised Request for Proposals (RFPs) for the subject services in the City Bulletin in accordance with the provisions of Section 329 Columbus City Codes, 1959. Eighteen (18) vendors were solicited, four (4) of which held M1A status, three (3) of which held F1 status. The Director of Public Utilities received a proposal from one (1) vendor on December 20, 2012. After review of the information presented and having evaluated the proposal the Director of Public Utilities recommended the award of the contract to be made to Progressive Marketing & Management Agency.

The maximum obligation of the City for services described in this agreement for the period of one (1) year from the date of execution is limited to \$65,000.00. The contract is for one (1) year with the option to renew for two (2) additional years, on a year-to-year and available funding basis and approval by Columbus City Council.

SUPPLIER: Progressive Marketing & Management Agency (31-1643608), expires August 7, 2014. This vendor holds MBE (AFA) certification with the City of Columbus.

The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

FISCAL IMPACT: A total of \$65,000.00 is budgeted and needed for the first year of this contract.

2012: \$11,000 was spent by DPU for similar services

2011: \$0 was spent by DPU for similar services

EMERGENCY DESIGNATION: This ordinance is being submitted as emergency to allow for project timelines to be met without delay.

To authorize the Director of Public Utilities to enter into a professional services contract with Progressive Marketing & Management Agency for special event planning and consultation services for the 2013 Mayor's Small Business Conference (MSBC); to authorize the expenditure of \$3,965.00 from the Power System Operating Fund, \$25,220.00 from the Water System Operating Fund, \$28,275 from the Sewer System Operating Fund, and \$7,540.00 from the Stormwater Operating Fund and to declare an emergency. (\$65,000.00)

WHEREAS, the Department of Public Utilities is the lead planning agency for the 2013 Mayor's Small Business Conference, which offers workshops and networking opportunities for small businesses with over 75 government, public and private sector leaders; and

WHEREAS, one (1) proposal was received for Special Event Planning and Consulting Services for the 2013 Mayor's Small Business Conference; and

WHEREAS, Progressive Marketing & Management Agency was selected based upon criteria set forth by Columbus City Code; and

WHEREAS, the maximum obligation for the first year of the agreement shall not exceed \$65,000.00, with a maximum of two additional years subject to and conditioned upon the approval of City Council, and appropriation and certification of funds by the City Auditor; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Public Utilities, in that it is immediately necessary to enter into an agreement with Progressive Marketing & Management Agency to allow the Mayor's Small Business Conference to proceed without delay; **NOW, THEREFORE**

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

SECTION 1. That the Director of Public Utilities be, and hereby is authorized to enter into a professional services agreement with Progressive Marketing & Management Agency for the 2013 Mayor's Small Business Conference, in accordance with the terms and conditions as shown in the contract on file in the office of the Department of Public Utilities.

SECTION 2. That the said firm shall conduct the work to the satisfaction of the Director of Public Utilities.

SECTION 3. That the expenditure of \$65,000.00 or so much thereof as may be needed, be and the same hereby is authorized to pay the cost of this contract as follows:

Division of Power - 60-07

Fund: 550
OCA: 600023
Object Level 1: 03
Object Level 3: 3336
Amount: \$3,965.00

Division of Water - 60-09

Fund: 600
OCA: 600049
Object Level 1: 03
Object Level 3: 3336
Amount: \$25,220.00

Division of Sewerage & Drainage - 60-05

Fund: 650
OCA: 600056
Object Level 1: 03
Object Level 3: 3336

Amount: \$28,275.00

Division of Sewerage & Drainage - 60-15

Fund: 675

OCA: 600065

Object Level 1: 03

Object Level 3: 3336

Amount: \$7540.00

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 for the reasons stated in the preamble hereto, where is hereby made a part hereof, this Ordinance is hereby declared to be an emergency measure, which 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.