



Legislation Text

File #: 0863-2024, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to modify a contract with CBRE Government Services, LLC (CBRE) for facility management services at the Franklin County Municipal Court Building. Since 2007, the Department of Finance and Management has contracted for facility management services for the Franklin County Municipal Court Building at 375 S. High Street.

CBRE is responsible for regularly assessing the conditions of the building and its systems, developing and implementing building operations (including janitorial and security services), performing preventive maintenance, and establishing capital plans necessary to maintain, preserve, and keep the premises in good repair and condition. At the City's request, CBRE may also act as a liaison and assist in the oversight of the design and build out of building renovations and improvements at these facilities.

This modification is necessary to add additional funding to and extend the term of the facility management agreement. It is necessary to extend the term of the contract through December 2024, to allow for the Department of Finance and Management to bid out these services via a Best Value Proposal solicitation. The original term was delayed 6 months from the intended start date. By modifying the current contract to the end of the calendar year, it will allow for better budgeted forecasting going forward. The current contract period ends on May 31, 2024.

The initial term of this contract was awarded pursuant to Ordinance 1223-2019 and was for the period June 1, 2019 - May 31, 2020, with four (4) annual renewal options. The first contract renewal was awarded pursuant to Ordinance 0873-2020 and was for the period June 1, 2020 - May 31, 2021. A contract modification was done to add additional funds in the amount of \$270,000 pursuant to ordinance 2100-2020. The second contract renewal was awarded pursuant to Ordinance 0908-2021 and was for the period June 1, 2021 - May 31, 2022. The third renewal was awarded pursuant to Ordinance 0653-2022 and was for the period June 1, 2022 - May 31, 2023. A contract modification was done for additional funds in the amount of \$160,000.00, pursuant to Ordinance No. 3171-2022. The fourth (4th) and final contract renewal was awarded pursuant to Ordinance 1258-2023 for the period June 1, 2023 - May 31, 2024. A contract modification was done for additional funds in the amount of \$208,973.00, pursuant to Ordinance No. 3114-2023.

The cost break-down for the additional funding needed for this facility management services at the Municipal Court Building are as follows:

Facility Management - \$369,207.00
Operational Expenses - \$615,475.00

Emergency action is requested to ensure that this contract can be modified promptly to make certain that the facility management services at the Municipal Court Building can continue without interruption.

CBRE Government Services, LLC Federal Tax ID: 80-0659792, CC027385

Fiscal Impact: This ordinance authorizes an expenditure of up to \$984,682.00 within the General Fund with CBRE Government Services, LLC for facility management services at the Franklin County Municipal Court Building. The amount was determined based on historical expenditure data collected over the last 12 months.

Ordinance 1258-2023 authorized the expenditure of \$1,633,828.00 for these facility management services. Ordinance

3114-2023 authorized the expenditure of \$208,973.00 for flooring and elevator generator replacement as well as personnel costs. With this modification, the 2023-2024 contract amount will be \$2,827,483.00. In 2022, the Finance and Management Department expended \$2,944,710.00 for these services collectively.

To authorize the Director of the Department of Finance and Management, on behalf of the Facilities Management Division, to modify a contract with CBRE Government Services LLC for facility management services at the Franklin County Municipal Court Building; to authorize the expenditure of \$984,682.00 within the General Fund; to extend the term of the current facility management agreement to December 31, 2024; and to declare an emergency. (\$984,682.00)

WHEREAS, the Department of Finance and Management is currently under contract with CBRE Government Services, LLC for facility management services related to maintaining and operating the Franklin County Municipal Court Building at 375 S. High Street; and

WHEREAS, the current agreement ends on May 31, 2024 and it is the desire of the Department of Finance and Management to bid out the facility management services via a Best Value Proposal solicitation; and

WHEREAS, it is necessary to modify this contract in order to add additional funding to and extend the term of the facility management agreement to December 31, 2024; and

WHEREAS, it is necessary to authorize an expenditure of \$984,682.00 within the General Fund; and

WHEREAS, an emergency exists in the usual daily operation of the Finance and Management Department, Facilities Management Division, in that it is immediately necessary to authorize the Finance and Management Director to modify a contract with CBRE Government Services, so that facility management services at the Franklin County Municipal Court Building can continue without interruption, 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 Department of Finance and Management, on behalf of the Facilities Management Division, is hereby authorized to modify a contract with CBRE Government Services, LLC for facility management services at the Franklin County Municipal Court Building.

SECTION 2. That the expenditure of \$984,682.00, or so much thereof as may be needed pursuant to the action(s) authorized in SECTION 1 above, is hereby authorized within the General Fund 1000, per the accounting codes in the attachment to this ordinance.

SECTION 3. That the current contract period ending on May 31, 2024 be extended to December 31, 2024.

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 monies in the foregoing Sections shall be paid upon order of the Director of the Finance and Management Department, and that no order shall be drawn or money paid except by voucher, the form of which shall be approved by the City Auditor.

SECTION 6. 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 7. That for 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.