



## Legislation Text

**File #:** 0697-2016, **Version:** 1

### 1. BACKGROUND

This legislation authorizes the Director of Finance and Management to enter into contract with Roger D. Fields Associates, Inc. in the amount of up to \$75,000.00 for the Professional Engineering Services - Task Order Basis contract.

The Department of Finance and Management initiated a procurement effort that will result in the award and execution of a contract for small projects completed on a task order basis. The intent of the contract is to provide the Office of Construction Management with continuing, contractual access to resources that are necessary to perform professional engineering services as well as provide technical expertise for DOFM to implement projects for various City of Columbus departments. The Consultant will be responsible for the complete design and construction administration for each project, including but not limited to: structural, mechanical, electrical, plumbing, security, fire protection, and civil engineering; full design, cost estimating, construction administration and inspection, shop drawing review; and other services as required for the completion of the project. In addition to typical design/construction projects, DOFM may request that the Consultant provide peer review or constructability review services.

The Department of Finance and Management, Office of Construction Management, solicited Requests for Proposals for the Professional Engineering Services - Task Order Basis contract. The project was formally advertised on the Vendor Services web site from November 13, 2015, to December 7, 2015. The city received eight responses. All proposals were deemed responsive and were fully evaluated when the Evaluation Committee met on December 21, 2015.

<u>Company Name</u>	<u>City/State</u>	<u>Majority/MBE/FBE/ASN /PHC</u>
Advanced Engineering Consultants	Columbus	ASN
Columbus Engineers	Lewis Center	Hispanic
Dynamix Engineering	Grandview	MBE
Karpinski Engineering	Columbus	Majority
Kramer Engineers	Columbus	Majority
Metro CD	Columbus	ASN
Roger D. Fields Associates	Columbus	Majority
Star Consultants	Columbus	ASN

Roger D. Fields Associates, Inc. received the highest score by the evaluation committee and will be awarded the Professional Engineering Services - Task Order Basis contract.

Searches in the System for Award Management (Federal) and the Findings for Recovery list (State) produced no findings against Roger D. Fields Associates, Inc.

### 2. CONTRACT COMPLIANCE

The contract compliance number for Roger D. Fields Associates, Inc. is 311055742 and expires 5/30/16.

### 3. FISCAL IMPACT

This ordinance authorizes the City Auditor to transfer funds between projects within Public Safety's Capital Improvement Funds. Funds in the amount of \$50,000.00 are available for this project in Finance and Management and \$25,000.00 will be available in Public Safety after the transfer. This ordinance also authorizes an amendment to the 2015 Capital Improvement budget in order to properly align appropriation with expenditure.

### 4. EMERGENCY DESIGNATION

Emergency action is requested to provide necessary engineering services funding and prevent unnecessary delays in the Department of Finance and Management's and other departments' Capital Improvement Program.

To amend the 2015 Capital Improvement Budget, to authorize the transfer of funds between projects within Public Safety's Capital Improvement Funds; to authorize the Director of Finance and Management to enter into contract with Roger D. Fields Associates, Inc. for professional engineering services in connection with the Professional Engineering Services - Task Order Basis contract; to authorize the expenditure of \$50,000.00 from the Construction Management Capital Improvement Fund; to authorize the expenditure of \$25,000.00 from the Public Safety G.O. Bonds Fund; and to declare an emergency. (\$75,000.00)

**WHEREAS**, it is necessary to amend the 2015 Capital Improvement Budget and to authorize the transfer of funds between projects within Public Safety's Capital Improvement Funds; and

**WHEREAS**, the Director of Finance and Management has identified the need to enter into a professional service contract to provide for engineering services under the Professional Engineering Services - Task Order Basis contract; and

**WHEREAS**, this ordinance authorizes the Director of Finance and Management to enter into contract with Roger D. Fields Associates, Inc. for the provision of engineering services described above in the amount of up to \$75,000.00; and

**WHEREAS**, funds in the amount of \$75,000.00 are collectively available for this project from the Construction Management Capital Improvement Fund and the Public Safety G.O. Bonds Fund; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Finance and Management in that it is immediately necessary to authorize the Director to enter into contract with Roger D. Fields so that funding can be made available for necessary engineering services for capital improvement projects, thereby preserving 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 2015 Capital Improvement Budget be amended in Fund 7701 as follows:

Project Name: Fire Self Contained Breathing Apparatus - Voted Carryover | Project ID Number: P340116-100001 | Current Authority: \$348,369 | Revised Authority: \$248,369 | Difference: (\$100,000)|

Project Name: Police Facility Renovation - Voted Carryover | Project ID Number: P330021-100000 | Current Authority: \$424,888 | Revised Authority: \$524,888 | Difference: \$100,000|

**SECTION 2.** That the transfer of \$100,000.00 or so much thereof as may be needed, is hereby authorized between projects within Fund 7701 Public Safety Bond Fund per the accounting codes in the attachment to this ordinance.

**SECTION 3.** That the Director of Finance and Management be and is hereby authorized to enter into contract with Roger D. Fields Associates, Inc. for the Professional Engineering Services - Task Order Basis contract for engineering services in an amount of up to \$75,000.00.

**SECTION 4.** That for the purpose of paying the cost of this contract the sum of up to \$75,000.00 or so much thereof as may be needed, is hereby authorized to be expended from the Construction Management Capital Improvement Fund 7733 and the Public Safety G.O. Bonds Fund 7701 in Object Class 06-Capital Outlay, per the accounting codes in the attachment to this ordinance.

**See Attached File: Ord 0697-2016 Legislation Template.xls**

**SECTION 5.** 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 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 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 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.