



Legislation Text

File #: 3226-2023, Version: 1

BACKGROUND

This legislation authorizes the Director of the Department of Finance and Management to renew (Renewal No. 2) a contract with Booth Management Consulting, LLC for one additional year to perform subrecipient monitoring services, as well as to provide technical assistance, and grant management training.

The City of Columbus utilized a Request for Proposals (RFP) process to identify and assess qualified Certified Public Accounting (CPA) firms to provide subrecipient monitoring professional services. Proposals were submitted in response to RFQ020261 in accordance with the relevant provisions of Chapter 329 of the Columbus City Codes, and Booth Management Consulting, LLC, received the highest overall score from the RFP committee. Ordinance 0197-2022 authorized the Director of Finance and Management to enter into contract with Booth Management Consulting for the period March 9, 2022 to January 23, 2023, with the option to extend on a year to year basis for up to an additional three years.

Ordinance 0718-2023 authorized the Department of Finance and Management to modify and extend the contract to January 23, 2024 (Renewal No. 1). To prevent a gap in services, The Department of Finance and Management is seeking authority to renew and extend the contract to January 23, 2025 in order to cover continuing professional services associated with subrecipient monitoring, technical assistance, and grant management training.

FISCAL IMPACT: This contract is eligible for and is funded by the State Local Fiscal Recovery Fund, Emergency Rental Assistance Fund, and the Community Development Block Grant Fund and does not require additional funding. Existing encumbrances will be used for this renewal.

CONTRACT COMPLIANCE: The vendor number is #040075 and expires 11/08/2025

To authorize the Director of Finance and Management to renew a contract with Booth Management Consulting, LLC for one additional year; and to allow for continuation of services and payment starting January 24, 2024. (\$0.00)

WHEREAS, the Department of Finance and Management advertised RFQ020261 in accordance with the relevant provisions of Chapter 329 of the Columbus City Codes, and Booth Management Consulting, LLC, received the highest overall score from the RFP committee; and

WHEREAS, the Director of Finance and Management has identified the need to renew a contract with Booth Management Consulting, LLC for one additional year, to provide a continuation of services for subrecipient monitoring, technical assistance, and grant management training; and

WHEREAS, to prevent a gap in service, the Department of Finance and Management's agreement shall allow for payment of services starting January 24, 2024; **NOW, THEREFORE**,

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

SECTION 1. That the Director of the Department Finance and Management be and is hereby authorized to renew a contract with Booth Management Consulting, LLC for one additional year, ending January 23, 2025 for professional

services associated with subrecipient monitoring, technical assistance, and grant management training, and to allow for payment of services starting January 24, 2024.

SECTION 2. That the City Auditor is authorized to establish such accounting codes as necessary, to make any accounting changes to revise the funding source for all agreements, contracts, or modifications associated with this Ordinance.

SECTION 3. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.