



Legislation Text

File #: 1028-2024, **Version:** 1

Background: This ordinance authorizes the Director of the Recreation and Parks Department to enter into contract with O.A. Spencer, Inc. for the Community Center Exterior Improvements Project. The contract amount is \$49,445.63, with a contingency of \$5,554.37, for a total of \$55,000.00 being authorized by this ordinance.

This project will replace the main entrances to the Carriage Place, Howard, and Douglas Community Centers. The intent of this project is to replace aging and dilapidated main entry door and windows systems to provide a more welcoming and modern entry to these community spaces. This will also include the replacement of exterior doors and side lights, interior vestibule doors and sidelights, and the main clerestory window above the lobby. These three Community Centers share a common design and the renovation should be similar at each.

Vendor Bid/Proposal Submissions (ODI designation status):

Proposals were advertised to three pre-qualified A/E firms that were prequalified through the biannual Request for Statement of Qualification (RFSQ) process through Vendor Services, in accordance with City Code Section 329, on October 24, 2023 and received by the Recreation and Parks Department on November 14, 2023. Request for proposals were sent to the following companies:

O.A. Spencer, Inc. (MBE)
XYZ Survey Service Ltd (MBE)
Latus Studio LLC (MAJ)

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

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

Principal Parties:

O.A. Spencer, Inc.
343 East Livingston Ave.
Columbus, OH 43215
Othelda Spencer, (614) 461-1033
Contract Compliance Number: 005585
Contract Compliance Expiration Date: July 21, 2024

Benefits to the Public: The updated Community Center main entrances will provide a safe and welcoming area for all using this space.

Community Input/Issues: The community has expressed a strong desire for more welcoming community center entrances through 311 requests, word of mouth, and social media.

Area(s) Affected: North Central (49), Near East (56), Wolfe Park (67), Citywide (99)

Master Plan Relation: This project will support the Recreation and Parks Master Plan by providing quality recreational space.

Fiscal Impact: \$55,000.00 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 Department of Recreation and Parks to enter into contract with O.A. Spencer, Inc. for the Community Center Exterior Improvements Project; to authorize the transfer of \$55,000.00 within the Recreation and Parks Voted Bond Fund; to authorize the amendment of the 2023 Capital Improvements Budget; and to authorize the expenditure of \$55,000.00 from the Recreation and Parks Voted Bond Fund. (\$55,000.00)

WHEREAS, it is necessary to authorize the Director of the Recreation and Parks Department to enter into contract with O.A. Spencer, Inc. to provide professional engineering and construction administration services for the Community Center Exterior Improvements Project; and

WHEREAS, it is necessary to authorize the transfer of \$55,000.00 within the Recreation and Parks Voted Bond Fund 7702; and

WHEREAS, it is necessary to authorize the amendment of the 2023 Capital Improvements Budget Ordinance 1711-2023 in order to provide sufficient budget authority for this and future projects; and

WHEREAS, it is necessary to authorize the expenditure of \$55,000.00 from the Recreation and Parks Voted Bond Fund 7702; and

WHEREAS, it has become necessary in the usual daily operations of the Recreation and Parks Department in that it is necessary to authorize the Director to enter into contract with O.A. Spencer, Inc. for the Community Center Exterior Improvements Project; **NOW, THEREFORE,**

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

SECTION 1. That the Director of Recreation and Parks be and is hereby authorized to enter into contract with O.A. Spencer, Inc. for the Community Center Exterior Improvements Project.

SECTION 2. 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 3. 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 4. 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 5. That the transfer of \$55,000.00 or so much thereof as may be needed, is hereby authorized between projects within the Recreation and Parks Bond Fund 7702 per the account codes in the attachment to this ordinance.

SECTION 6. That the 2023 Capital Improvements Budget Ordinance 1711-2023 is hereby amended as follows in order to provide sufficient budget authority for this ordinance and future projects:

Fund / Project / Project Name / Current Revised Authority / Current Remaining Authority / Change / Amended Revised

Authority / Amended Remaining Authority

Fund 7702 / P511000-100000 / Renovation - Misc. (Voted Carryover) / \$849,568 / \$149,568 / (\$55,000) / \$794,568 / \$94,568

Fund 7702 / P511071-100000 / Community Center Exterior Improvements (Voted Carryover) / \$0 / \$0 / \$55,000 / \$55,000 / \$55,000

SECTION 7. That for the purpose stated in Section 1, the expenditure of \$55,000.00 or so much thereof as may be necessary to pay the cost thereof, be and is hereby authorized from the Recreation and Parks Voted Bond Fund 7702 in object class 06 Capital Outlay per the accounting codes in the attachments to this ordinance.

SECTION 8. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.