



## Legislation Text

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**File #:** 1436-2015, **Version:** 1

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### **1. BACKGROUND:**

This ordinance authorizes a bidding waiver to allow the Director of Public Service to modify and increase a services contract with ReCollect Systems, Inc., for the Department of Public Service ReCollect software, software licensing, and maintenance services contract. This modification expands the contract to add ReCollect services for street sweeping.

In November of 2014 the Department of Public Service contracted with ReCollect Systems to use their web application for the city's refuse, recycling, and yard waste programs. This application allows residents to search by address to determine collection dates, populate a printable calendar to serve as a reminder for collection dates, to receive reminders about collection days, and to sign-up to receive emailed updates about the programs. There is also an administrative dashboard which provides metrics and allows customizable schedules.

ReCollect provides the same service for street sweeping. At the time of the original contract the city did not know that ReCollect provided this service for street sweeping or that the Department of Public Service would have a need for a web application for street sweeping service. The success of the refuse program has shown that this type of interaction is useful to residents. This same interaction applied to the street sweeping program could result in increased awareness of street sweeping times, less towing of resident vehicles, and an increase in efficiency in street sweeping.

The Department of Public Service would like to add the street sweeping services to the contract with ReCollect instead of using other procurement processes to contract the services. This maintains one contracted service provider to work with instead of potentially having two, and maintains the same interface residents are familiar with who are already using the refuse application. A bidding waiver is necessary to add street sweeping to the contract. The original contract was for a service under \$20,000/year contract and the addition of street sweeping increases the contract amount to \$28,000/year.

The city negotiated the price for the additional services with ReCollect based upon their level of effort to implement the street sweeping service versus the level of effort needed when they implemented the refuse service. There will be a one-time fee of \$5,000 and an annual cost of \$13,000. The annual cost will be pro-rated for the first year of street sweeping service to match the remainder of this contract year, which expires in November.

\$ 15,000.00	Original Contract Amount (ED049735)
\$ 15,000.00	Amount of Contract Modification number 1 (ED051812)
<u>\$ 8,250.00</u>	Amount of this contract modification (modification #2)
\$ 38,250.00	Total contract amount including all modifications

Searches in the System for Award Management (Federal) and the Findings for Recovery list (State) produced no findings against ReCollect Systems, Inc.

### **2. CONTRACT COMPLIANCE**

The contract compliance number for ReCollect Systems, Inc., is 981077853 and expires 11/13/15.

### **3. FISCAL IMPACT**

Although this expenditure was not originally budgeted, both cash and budget appropriation are available for this expenditure within the Street Construction Maintenance and Repair Fund.

### **4. EMERGENCY JUSTIFICATION**

The department requests emergency designation to allow implementation of this service as soon as possible to increase

resident awareness of street sweeping schedules.

To waive the competitive bidding requirements of City Code; to authorize the Director of Public Service to modify and increase the existing contract with ReCollect Systems, Inc., for the ReCollect software, software licensing, and maintenance services contract; to authorize the expenditure of up to \$8,250.00 from the Street Construction Maintenance and Repair Fund to pay for the contract modification; and to declare an emergency. (\$8,250.00)

**WHEREAS**, the Department of Public Service has an existing contract with ReCollect to use the ReCollect web application for refuse collection, recycling services, and yard waste collection; and

**WHEREAS**, there is a need to provide the services of this same web application to street sweeping; and

**WHEREAS**, it would not be in the best interest of the city to contract with two companies to provide similar services with different interfaces; and

**WHEREAS**, ReCollect can provide the web application service for street sweeping; and

**WHEREAS**, it is necessary to waive the competitive bidding requirements of Chapter 329 of City Code; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Service in that it is immediately necessary to modify the contract with ReCollect Systems, Inc. to allow implementation of the web application for street sweeping in order to increase resident awareness of street sweeping schedules, thereby preserving the public health, peace, prosperity, and welfare; now, therefore

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

**SECTION 1.** That City Council has determined it is in the best interest of the city to waive the competitive bidding requirements of Chapter 329 of City Code.

**SECTION 2.** That the Director of Public Service is hereby authorized and directed to modify and increase the existing contract with ReCollect Systems, Inc., 3381 Cambie Street, Suite 528, Vancouver, BC V5Z-4R3, for the Service ReCollect software, software licensing, and maintenance services contract, in the amount of up to \$8,250.00, bringing the total contract amount to \$38,250.00.

**SECTION 3.** That for the purpose of paying the cost of this contract modification the sum of up to \$8,250.00, or so much thereof as may be needed, is hereby authorized to be expended from the Street Construction Maintenance and Repair Fund, No. 265, for the Division of Infrastructure Management, as follows:

**Fund / Fund Name / Division/ O.L. 01-03 Codes / OCA / Amount**  
265 /SCMRF / 59-11 / 03-3336 / 591155 / \$8,250.00

**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 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 6.** 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 7.** 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.