



Legislation Text

File #: 1326-2021, **Version:** 1

BACKGROUND: This legislation authorizes the Director of the Department of Public Safety to modify a contract with Ralph Andersen & Associates to provide nationwide executive level recruitment services related to the search for a new City of Columbus, Police Chief. The candidate that was appointed during the initial search no longer holds that position and a contract modification is necessary so that Ralph Andersen & Associates may continue to work with City Administration to recruit the best candidates nationwide. The original contract with Ralph Andersen & Associates was entered into pursuant to Ordinance 2126-2019. A modification of the contract is necessary to provide additional funding in an amount up to \$25,000.00 to complete the recruitment process for the City of Columbus, Chief of Police. All other terms and conditions remain the same.

It should be noted that the original contract with Ralph Andersen & Associates was entered into pursuant to a Request for Proposals (RFP) process.

Ralph Andersen & Associates; Federal Tax ID# 94-2299383

Fiscal Impact: This legislation authorizes the transfer and expenditure of \$25,000.00 within the General Fund with Ralph Andersen & Associates to provide nationwide executive level recruitment services related to the national search for a new City of Columbus, Police Chief. Funding in the amount of \$25,000.00 is budgeted and available within the 2021 General Fund Budget.

Original Purchase Order Amount (2126-2019)	\$75,000.00
Modification No. 1 (0305-2021)	\$38,250.00
Modification No. 2 (current)	\$25,000.00
Total (Original and Modification)	\$138,250.00

Emergency action is requested so that a contract can be entered into immediately and nationwide recruitment activities can continue without delay.

To authorize the Director of the Department of Public Safety to modify a contract with Ralph Andersen & Associates to provide nationwide executive level recruitment services related to the search for a new City of Columbus, Police Chief; to authorize the transfer of \$25,000.00 within the General Fund; to authorize the expenditure up to \$25,000.00 from the General Fund; and to declare an emergency (\$25,000.00).

WHEREAS, the City has a need for nationwide executive level recruitment services related to the search for a new City of Columbus, Police Chief; and,

WHEREAS, the initial contract with Ralph Andersen & Associates was awarded pursuant to a Request for Proposals; and,

WHEREAS, the current contract was entered into pursuant to Ordinance 2126-2019; and,

WHEREAS, a contract modification is necessary so that Ralph Andersen & Associates can continue its work with City Administration to implement a robust, transparent, and inclusive process to recruit the best candidates nationwide; and,

WHEREAS, an emergency exists in the usual daily operation of the Department of Public Safety in that it is immediately necessary to authorize the Director to modify a contract with Ralph Andersen & Associates so that nationwide executive level recruitment services can continue expeditiously, for the preservation of 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 Director of the Department of Public Safety is hereby authorized to modify the contract with Ralph Andersen & Associates so that they can continue to work with City Administration to provide nationwide executive level recruitment services. This legislation authorizes the expenditure of \$25,000.00. All other terms and conditions remain the same.

SECTION 2. That the transfer of \$25,000.00, or so much thereof as may be needed, is hereby authorized within Fund 1000 General Fund, from Dept-Div 4501 Financial Management, Object Class 10 - Transfer Out to Dept-Div 3001 Public Safety Director's Office, Object Class 03 - Contractual Services per the account codes in the attachment to this ordinance.

See Attached File: Ord 1326-2021 Legislation Template.xls

SECTION 3. That the expenditure of up to \$25,000.00, or so much thereof as may be needed pursuant to the action authorized in SECTION 1, is hereby authorized in the General Fund 1000, in Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 1326-2021 Legislation Template.xls

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 appropriated in the foregoing Sections shall be paid upon the order of the Department of Public Safety, 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 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.