



## Legislation Text

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**File #:** 3171-2022, **Version:** 1

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**BACKGROUND:** This legislation authorizes the Finance and Management Director to modify a contract with CBRE Government Services, LLC. (CBRE) for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building. Since 2007, the Department of Finance and Management has contracted for facility management services for the Jerry Hammond Center at 1111 E. Broad Street and the Franklin County Municipal Court Building at 375 S. High Street.

CBRE is responsible for regularly assessing the conditions of the building and its systems, developing and implementing building operations (including janitorial and security services), performing preventive maintenance, and establishing capital plans necessary to maintain, preserve, and keep the premises in good repair and condition. At the City's request, CBRE may also act as a liaison and assist in the oversight of the design and build out of building renovations and improvements at these facilities.

This modification is necessary to add additional funding to the facility management agreement. These additional funds are necessary to fund the boiler replacement at the Jerry Hammond Center, as well as the fire pump replacement at the Municipal Court Building.

The initial term of this contract was awarded pursuant to Ordinance 1223-2019 and was for the period June 1, 2019 - May 31, 2020, with four (4) annual renewal options. The first contract renewal was awarded pursuant to Ordinance 0873-2020 and was for the period June 1, 2020 - May 31, 2021. A contract modification was done to add additional funds in the amount of \$270,000 pursuant to ordinance 2100-2020. The second contract renewal was awarded pursuant to Ordinance 0908-2021 and was for the period June 1, 2021 - May 31, 2022. The third renewal was awarded pursuant to Ordinance 0653-2022 and was for the period June 1, 2022 - May 31, 2023.

The cost break-down for the additional funding needed for this facility management services at the Jerry Hammond Center and the Municipal Court Building are as follows:

Jerry Hammond Center: \$80,000.00 (Boiler Replacement)

Municipal Court Building: \$80,000.00 (Fire Pump Replacement)

**Emergency action** is requested to ensure that this contract can be modified quickly so that necessary sub-contracts as well as facility repairs and small scale renovations can continue without interruption.

CBRE Government Services, LLC. Federal Tax ID: 80-0659792, CC027385

**Fiscal Impact:** This ordinance authorizes a transfer and expenditure of up to \$160,000.00 within the Construction Management Capital Improvement Fund with CBRE Government Services, LLC. for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building.

Ordinance 0653-2022 authorized the expenditure of \$2,784,710.00 for these facility management services. With this modification, the 2022-2023 contract amount will be \$2,944,710.00. In 2021, the Finance and Management Department expended \$2,713,993.00 for these services collectively.

To authorize the Director of the Department of Finance and Management, on behalf of the Facilities Management

Division, to modify a contract with CBRE Government Services LLC for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building; to authorize the transfer and expenditure up to \$160,000.00 within the Construction Management Capital Improvement Fund; to amend the 2022 Capital Improvement Budget; and to declare an emergency. (\$160,000.00)

**WHEREAS**, the Department of Finance and Management is currently under contract with CBRE Government Services, LLC for facility management services related to maintaining and operating the Jerry Hammond Center at 1111 E. Broad Street and the Franklin County Municipal Court Building at 375 S. High Street; and

**WHEREAS**, it is necessary to modify this contract in order to add additional funding to the facility management agreement; and

**WHEREAS**, these additional funds are needed to fund the boiler replacement at the Jerry Hammond Center, as well as the fire pump replacement at the Municipal Court Building; and

**WHEREAS**, it is necessary to authorize a transfer and expenditure up to \$160,000.00 within the Construction Management Capital Improvement Fund; and

**WHEREAS**, it is necessary to amend the 2022 Capital Improvement Budget; and

**WHEREAS**, an emergency exists in the usual daily operation of the Finance and Management Department, Facilities Management Division, in that it is immediately necessary to authorize the Finance and Management Director to modify a contract with CBRE Government Services, LLC. so that necessary facility repairs and small scale renovations can continue without interruption, 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 Finance and Management Director, on behalf of the Facilities Management Division, is hereby authorized to modify a contract with CBRE Government Services, LLC for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building.

**SECTION 2.** That the transfer of \$160,000.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, is hereby authorized in Fund 7733 - Construction Management Capital Improvement Fund, in Object Class 06, Capital Outlay, per the accounting codes in the attachment to this ordinance.

**SECTION 3.** That the expenditure of \$160,000.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, is hereby authorized in Fund 7733 - Construction Management Capital Improvement Fund, in Object Class 06, Capital Outlay, per the accounting codes in the attachment to this ordinance.

**SECTION 4.** That the 2022 Capital Improvement Budget is hereby amended per the accounting codes in the attachment to this ordinance.

**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 monies in the foregoing Sections shall be paid upon order of the Director of Finance and Management, 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 7.** 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 8.** 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 9.** That for 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.