



Legislation Text

File #: 1738-2024, Version: 1

1. BACKGROUND: This Ordinance authorizes the Finance and Management Director to enter into a professional services agreement, on behalf of the Office of Construction Management, with HEAPY Engineering to act as an Architect-of-Record for the Facilities Management Division Warehouse project, in an amount up to \$1,500,000.00.

The existing warehouse will house maintenance staff and includes office/warehouse space, storage space, break rooms, restrooms, Fleet parking with EV charging stations, as well as a separate space for Police.

HEAPY Engineering will be responsible for architectural and engineering services, including program validation, design, construction contract administration, and close-out to the project.

2. BID INFORMATION: The selection of the firm providing the services has been performed in accordance with the procedures set forth in Columbus City Code, Section 329.27, "Awarding professional service contracts through Requests for Statements of Qualifications (RFSQ)." The project was let by the Office of Construction Management through Vendor Services and Bonfire. Of the 381 vendors solicited, 124 were Minority-owned, 2 were Veteran-owned, 197 were Small Business-owned, and 88 were Women-owned.

Nine (9) RFSQ's were received and opened on December 6, 2023. Three (3) firms were designated as Minority-owned.

1. Dynotec, Inc. (MBE)
2. BBCO Design, LLC (WBE)
3. Star Consultants (MBE)

An evaluation committee reviewed and scored the proposals based on the criteria included Columbus City Code, Section 329.27. The Department of Finance and Management recommends an award be made to HEAPY Engineering.

3. CONTRACT COMPLIANCE INFO: DAX No. 5890, expires 9/11/24, MAJ

Searches in the Excluded Party List System (Federal) and the Findings for Recovery list (State) produced no findings against HEAPY Engineering.

4. SUBCONTRACTOR PARTICIPATION: The ODI-assigned goal for this project is 20%. HEAPY Engineering listed the following subcontractors to meet this goal:

<u>Company Name</u>	<u>City/State</u>	<u>ODI Designation</u>
DesignLevel LLC	Columbus/OH	WBE
Stone Environmental Engineering & Science	Westerville/OH	WBE

Minority vendor certifications were in good standing at the time the bid was awarded.

5. EMERGENCY DESIGNATION: It is requested that this Ordinance be handled in an emergency manner in order to meet seasonal construction constraints.

6. FISCAL IMPACT: There are sufficient funds within the Construction Management Capital Improvements Fund,

however, an amendment to the 2023 Capital Improvements Budget will be necessary.

To authorize the Director of Finance and Management, on behalf of the Office of Construction Management, to enter into a professional services agreement with HEAPY Engineering to provide Architect-of-Record services for the Facilities Management Division Warehouse project; to authorize an expenditure up to \$1,500,000.00 within the Construction Management Capital Improvements Fund; to authorize an amendment to the 2023 Capital Improvements Budget; and to declare an emergency. (\$1,500,000.00)

WHEREAS, nine (9) RSFQ's for the Facilities Management Division Warehouse project were received and opened in the Department of Finance and Management, Office of Construction Management, on December 5, 2023; and

WHEREAS, the Department of Finance and Management recommends the agreement be awarded to HEAPY Engineering; and

WHEREAS, it is necessary to authorize an expenditure of funds within the Construction Management Capital improvements Fund - Fund No. 7733; and

WHEREAS, it is necessary to authorize an amendment to the 2023 Capital Improvements Budget for the purpose of providing sufficient spending authority for the aforementioned project expenditure; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management, Office of Construction Management, in that it is immediately necessary to authorize the Director of Finance and Management to enter into a professional services agreement with HEAPY Engineering to provide Architect-of-Record services for the Facilities Management Division Warehouse project, in an emergency manner in order to meet seasonal construction constraints, for the immediate preservation of the public safety, peace, property and safety; and **NOW, THEREFORE**

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

SECTION 1. That the Director of Finance and Management is hereby authorized to enter into a professional services agreement, on behalf of the Office of Construction Management, with HEAPY Engineering to provide Architect-of-Record services for the Facilities Management Division Warehouse project, in an amount up to \$1,500,000.00.

SECTION 2. That the expenditure of \$1,500,000.00, or so much thereof as may be needed, is hereby authorized in the Construction Management Capital improvements Fund - Fund No. 7733, per the accounting codes in the attachment to this ordinance.

SECTION 3. That the 2023 Capital Improvements Budget is hereby amended, in the Construction Management Capital improvements Fund - Fund No. 7733, per the accounting codes in the attachment to this ordinance.

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 hereby authorized and directed to transfer any unencumbered balance in the project account to the unallocated balance 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 no longer required for said project; except that no transfer shall be made from a project account by monies from more than one source.

SECTION 6. That the City Auditor is authorized to establish proper project accounting numbers as appropriate.

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 for reasons stated in the preamble hereto, which is hereby made a part hereof, this Ordinance is 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.