



## Legislation Details (With Text)

**File #:** 2315-2017      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 8/29/2017      **In control:** Environment Committee

**On agenda:** 10/2/2017      **Final action:** 10/5/2017

**Title:** To authorize the Director of Public Service to modify and increase an existing contract with ReCollect Systems to continue communicating information to residents concerning the refuse, recycling, yard waste and street sweeping programs; to waive the competitive bidding requirements of City Code Chapter 329; to authorize the expenditure of up to \$29,322.00 from the Street Construction Maintenance and Repair Fund; and to declare an emergency. (\$29,322.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ordinance 2315-2017 Accounting Codes, 2. Waiver Form

Date	Ver.	Action By	Action	Result
10/5/2017	1	CITY CLERK	Attest	
10/4/2017	1	MAYOR	Signed	
10/2/2017	1	COUNCIL PRESIDENT	Signed	
10/2/2017	1	Columbus City Council	Approved	Pass

### 1. BACKGROUND

This ordinance authorizes a bidding waiver for the Director of Public Service to modify an existing contract with ReCollect Systems, Inc. (ReCollect) for the provision of software, software licensing, and maintenance services through December 31, 2018.

In November 2013, the Department of Public Service entered into a three-year contract with ReCollect to provide the City with an online platform through which the City can communicate information concerning its refuse, recycling, and yard waste programs to residents. The aforementioned application included features allowing users to perform address searches to determine designated collection dates and to receive service alerts and collection day reminders via telephone and email.

Pursuant to Ordinance 1436-2015, the Department of Public Service executed a contract modification, effective July 6, 2015, with ReCollect to procure ReCollect Streets, an application designed to notify residents about street sweeping events, increasing operational efficiency and reducing ticketing and towing of resident vehicles.

Pursuant to Ordinance 2572-2015, the Department of Public Service executed a contract modification, effective November 4, 2015, with ReCollect to procure Waste Wizard, an online educational tool intended to complement the City's residential recycling program, and to provide for the continuation of services for one year.

Pursuant to Ordinance 0674-2017, the Department of Public Service executed a contract modification, effective May 5, 2017, with ReCollect to provide for the continuation of service through December 31, 2017.

The purpose of this legislation is to provide for the continuation of services through December 31, 2018.

A bidding waiver is requested to allow services to continue through ReCollect. Switching to another service provider will

require that company to duplicate the work already performed by ReCollect to establish and provide these services, causing the Department of Public Service to unnecessarily expend additional funds.

Original contract amount:	\$15,000.00	(ED049735)
Modification No. 1 amount:	\$15,000.00	(ED051812)
Modification No. 2 amount:	\$8,250.00	(Ord. 1436-2015, EL017276)
Modification No. 3 amount:	\$30,999.00	(Ord. 2572-2015, EL017611)
Modification No. 4 amount:	\$11,666.65	(Ord. 0674-2017, PO065596)
Modification No. 5 amount:	<u>\$29,322.00</u>	(This ordinance)
Contract amount including all modifications:	\$110,237.65	

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

## 2. CONTRACT COMPLIANCE

The contract compliance number for ReCollect Systems, Inc. is CC77853-102722, which expires on September 18, 2017. ReCollect will need to renew contract compliance before this contract modification can be executed.

## 3. BID WAIVER

The Department of Public Service is seeking approval under City Code Section 329 to waive competitive bidding to facilitate the execution of a contract modification with ReCollect, thereby preventing unnecessary delays in the provision of the prescribed services and the incurrence of additional expenses resulting from the duplication of efforts already underway.

## 4. FISCAL IMPACT

Funding in the amount of \$29,322.00 is available in the Street Construction Maintenance and Repair Fund within the Department of Public Service.

## 5. EMERGENCY JUSTIFICATION

Emergency action is requested so as to prevent an interruption in services utilized by City of Columbus residents.

To authorize the Director of Public Service to modify and increase an existing contract with ReCollect Systems to continue communicating information to residents concerning the refuse, recycling, yard waste and street sweeping programs; to waive the competitive bidding requirements of City Code Chapter 329; to authorize the expenditure of up to \$29,322.00 from the Street Construction Maintenance and Repair Fund; and to declare an emergency. (\$29,322.00)

**WHEREAS**, in November 2013, the Department of Public Service entered into a three-year contract with ReCollect Systems, Inc. (ReCollect) for the provision of an online platform through which the City can communicate information concerning its refuse, recycling, and yard waste programs to residents; and

**WHEREAS**, Ordinance 1436-2015 authorized the Director of Public Service to execute a contract modification, effective July 6, 2015, with ReCollect for the purpose of procuring ReCollect Streets, an application designed to notify residents about street sweeping events, increasing operational efficiency and reducing ticketing and towing of resident vehicles; and

**WHEREAS**, Ordinance 2572-2015 authorized the Director of Public Service to execute a contract modification, effective July 6, 2015, with ReCollect for the purposes of procuring Waste Wizard, an online educational tool intended to complement the City's residential recycling program, and extending services for one year; and

**WHEREAS**, Ordinance 0674-2017 authorized the Director of Public Service to effect a contract modification, effective May 5, 2017, for the purpose of extending services through December 31, 2017; and

**WHEREAS**, it is necessary to execute another contract modification with ReCollect to provide for the continuation of

the aforementioned software, software licensing, and maintenance services through December 31, 2018; and

**WHEREAS**, it is in the best interest of the City to waive the competitive bidding provisions of City Code Chapter 329 to facilitate the execution of the aforementioned contract modification; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Service in that it is immediately necessary to authorize the Director to modify the contract ReCollet and authorize the encumbrance and expenditure of the requisite funds to prevent interruption of these services, 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 Director of Public Service be, and is hereby, authorized to execute a contract modification with ReCollect Systems, Inc., 3381 Cambie Street, Suite 528, Vancouver, BC V5Z-4R3, in the amount of up to \$29,322.00 for software, software licensing, and maintenance services.

**SECTION 2.** That this Council has determined it is in the best interest of the City of Columbus to waive the provisions of City Code Chapter 329 relating to competitive bidding requirements.

**SECTION 3.** That the expenditure of 29,322.00, or so much thereof as may be needed, is hereby authorized in Fund 2265 Street Construction Maintenance and Repair Fund per the account 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 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.