



Legislation Text

File #: 1548-2016, Version: 1

The purpose of this legislation is to authorize the Director of the Department of Public Utilities to modify an existing agreement (EL015394) with Hubbard & Hubbard, Inc. for professional consulting services to assist in planning, designing, and executing a Diversity and Inclusion Scorecard. The Department of Public Utilities provides quality water, wastewater, and electricity services to over 1 million people in Central Ohio and is proud of its diverse employees who strive to deliver excellence in service to the citizens of Columbus, Ohio. DPU currently supports its employees with a diversity and inclusion effort that includes a department-wide committee, tasked with promoting, educating and measuring diversity and inclusion. The development of a diversity and inclusion scorecard will engage personnel from DPU, the City's Department of Human Resources and the City's Civil Service Commission to monitor diversity and inclusion efforts, organizational performance, strategy execution and delivery of desired outcomes.

The Department of Public Utilities advertised Request for Proposals (RFPs) for the subject services in the City Bulletin in accordance with the provisions of Section 329 Columbus City Codes, 1959. Four hundred forty one (441) vendors were solicited, eight (8) of which held MBR status, twenty-eight (28) of which held M1A status, two (2) which held HL1 status, fourteen (14) of which held F1 status, and two (2) which held AS1 status. The Director of Public Utilities received a proposal from two (2) vendors on July 30, 2013. After review of the information presented and having evaluated the proposal, the Director of Public Utilities recommended the award of the contract to be made to Hubbard & Hubbard, Inc.

The maximum obligation of the City for services described in this agreement for the first year of the agreement was \$120,250.00. Language in the original contract specified that the agreement was for one (1) year and may be renewed for two (2) additional years, on a year-to-year and available funding basis and approval of Columbus City Council. This is the second of two possible contract extensions and the third year of the agreement. This contract modification will not exceed \$75,000.00 for a total contract cost of \$270,250.00.

SUPPLIER: Hubbard & Hubbard, Inc. (68-0097723), expires May 10, 2018. (MAJ)

The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

1. Amount of additional funds: Total amount of additional funds needed for this contract modification is ADD \$75,000.00. Total contract amount including this modification is \$270,250.00.
2. Reason additional funds were not foreseen: The need for additional funds was known at the time of the initial contract. The contract was initially established for one (1) year and contract language allows for two (2) additional years on a year to year basis and available funding and approval by Columbus City Council. This legislation authorizes the second of two planned contract modifications.
3. Reason other procurement processes not used: Work under this modification is a continuation of services included in the scope of the original RFP. No lower pricing/more attractive terms and conditions are anticipated at this time.
4. How was cost determined: The Department of Public Utilities and Hubbard & Hubbard, Inc. negotiated the cost of the planned contract modification.

FISCAL IMPACT: A total of \$75,000.00 is budgeted and needed this contract modification.

2015: \$46,794.11 was spent for similar services

2014: \$120,250.00 was spent by DPU for similar services

To authorize the Director of Public Utilities to enter into a planned modification for an existing agreement (EL015394) with Hubbard & Hubbard, Inc. for professional consulting services for Diversity and Inclusion Scorecard Services; to authorize the expenditure of \$4,575.00 from the Power Operating Fund, \$29,100.00 from the Water Operating Fund, \$32,625.00 from the Sewer Operating Fund, and \$8,700.00 from the Stormwater Operating Fund.(\$75,000.00)

WHEREAS, the Department of Public Utilities supports the growth and sustainability of diversity and inclusion; and

WHEREAS, the Department of Public Utilities requires professional support to plan, design and execute a diversity and inclusion scorecard that is accepted across multiple stakeholder communities; and

WHEREAS, Hubbard & Hubbard, Inc. was selected based upon criteria set forth by Columbus City Code; and

WHEREAS, the maximum obligation for the third year of the agreement shall not exceed \$75,000.00, conditioned upon the approval of City Council, and appropriation and certification of funds by the City Auditor; and

WHEREAS, it is necessary to authorize the Department of Public Utilities to modify an existing contract (EL015394) for professional consulting services with Hubbard & Hubbard, Inc. for the preservation of public health, peace, property, safety; **NOW, THEREFORE**

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

SECTION 1. That the Director of Public Utilities be and is authorized to modify an existing professional services agreement (EL015394) with Hubbard & Hubbard, Inc. professional consulting services related to diversity and inclusion scorecard development, in accordance with the terms and conditions as shown in the contract on file in the office of the Department of Public Utilities.

SECTION 2. The said firm shall conduct the work to the satisfaction of the Director of Public Utilities.

SECTION 3. That the expenditure of \$75,000.00, or so much thereof as may be needed, is hereby authorized 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 this Ordinance shall take effect and be in force from and after the earliest period allowed by law.