



## Legislation Text

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**File #:** 2893-2016, **Version:** 1

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**BACKGROUND:** This legislation authorizes the Finance and Management Director to modify a contract and establish a purchase order, on behalf of the Office of Construction Management, with Schorr Architects, Inc. The existing contract with Schorr Architects, Inc. was established pursuant to Ord. 1201-2011, which authorized the Finance and Management Director to enter into a contract on behalf of the Office of Construction Management with Schorr Architects, Inc. for professional architectural and engineering consulting services for various City renovation projects. The resulting purchase order/contracts (EL011983, EL013456, EL014027) with Schorr Architects were established with multiple City funding sources; including capital funds from the Departments of Finance, Public Safety, Public Service, and Technology.

It was later determined through a routine internal review that various expenditures had been processed from incorrect lines (funding sources) on the existing purchase order. Overall, the correct amount was paid to the vendor for services rendered; however incorrect funding sources were used requiring the need for expenditure corrections across Departments. In total, \$29,851.36 in Finance Department related project expenditures were incorrectly deducted/paid from Public Safety, Public Service, and Technology funding sources collectively.

As a result, it is now necessary to establish additional Finance Department capital funds to a purchase order and to modify the contract in order to provide sufficient funding to process expenditure corrections.

**Emergency action** is requested so that to the contract can be modified and expenditure corrections can be processed as quickly as possible.

Schorr Architects, Inc. Contract Compliance No. 03-0499713

**Fiscal Impact:** This ordinance authorizes expenditure corrections totaling \$29,851.36 and an expenditure of \$12,148.64 from the Construction Management Capital Improvement Fund with Schorr Architects, Inc. for the purpose of processing expenditure corrections related to professional architectural and engineering consulting services for various City renovation projects. The Office of Construction Management budgeted \$45,000.00 in the Construction Management Capital Improvement Fund for these corrections.

To authorize the Finance and Management Director to modify a contract, on behalf of the Office of Construction Management, with Schorr Architects, Inc.; to authorize the City Auditor to establish an Auditor's Certificate and process expenditure corrections and funding transfers in accordance with changed funding sources; to authorize the expenditure of \$12,148.64 from the Construction Management Capital Improvement Fund; and to declare an emergency. (\$12,148.64)

**WHEREAS**, ordinance 1201-2011, authorized the Finance and Management Director to enter into contract on behalf of the Office of Construction with Schorr Architects, Inc. for professional architectural and engineering consulting services for various City renovation projects; and

**WHEREAS**, it was later determined through a routine internal review that various expenditures had been processed from incorrect lines (funding sources) on the existing purchase order; and

**WHEREAS**, in total, \$29,851.36 in Finance Department related project expenditures were incorrectly deducted from Public Safety, Public Service, and Technology funding sources collectively; and

**WHEREAS**, it is now necessary to establish additional Finance Department capital funds to a purchase order and to modify the contract in order to provide sufficient funding to process expenditure corrections; and

**WHEREAS**, an emergency exists in the usual daily operation of the Finance and Management Department, Office of Construction Management, in that it is immediately necessary to modify a contract, and establish a purchase order, on behalf of the Office of Construction Management, with Schorr Architects, Inc., so that expenditure corrections can be processed as quickly as possible, thereby, preserving the public health, 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 is hereby authorized to modify a contract and establish a purchase order, on behalf of the Office of Construction Management, with Schorr Architects, Inc. to provide sufficient funding to process expenditure corrections for professional architectural and engineering consulting services for various City renovation projects.

**SECTION 2.** That the City Auditor is hereby authorized to establish an Auditor's Certificate and process expenditure corrections and funding transfers in accordance with changed funding sources.

**See Attached File: Ord 2893-2016 Legislation Template.xls**

**SECTION 3.** That pursuant to the aforementioned expenditure corrections, the expenditure of \$12,148.64 or so much thereof as may be necessary in regard to the action authorized in SECTION 1, be and is hereby authorized and approved per the accounting codes in the attachment to this ordinance.

**See Attached File: Ord 2893-2016 Legislation Template.xls**

**SECTION 4.** 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 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 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.