



City of Columbus

Office of City Clerk
90 West Broad Street
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Legislation Text

File #: 1252-2018, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to enter into a contract on behalf of the Office of Construction Management with Harris Design Services in an amount up to \$200,000.00 for Professional Architectural/Engineering Services - Task Order Basis contract.

The Department of Finance and Management (DOFM) initiated a procurement effort that will result in the award and execution of a contract for small projects completed on a task order basis. The intent of the contract is to provide the Office of Construction Management with continuing, contractual access to professional Architectural/Engineering (A/E) services as well as provide technical expertise on capital projects. The A/E will be responsible for the complete architectural design and construction administration for each project, including but not limited to: structural, mechanical, electrical, and civil engineering; programming/space planning, site development, full design, cost estimating, construction inspection, shop drawing review; and geotechnical, environmental site assessment, landscaping, and other services as required for the completion of the project. In addition to typical architectural design/construction projects, DOFM may request that the A/E provide peer review or constructability review services.

The Department of Finance and Management, Office of Construction Management, solicited Requests for Proposals for the Professional Architectural/Engineering Services contract. The project was formally advertised on the Vendor Services website from February 20, 2018 to March 2, 2018. The city received responses as listed. All proposals were deemed responsive and were fully evaluated by the evaluation committee.

Company	City	ASN/FBE/MBE
Abbott Studios	Columbus	N/A
Harris Design Services	Columbus	MBE
Prime Engineering	Columbus	N/A
Schorr Architects	Dublin	N/A
Star Consultants	Columbus	MBE
Triad Architects	Columbus	N/A
Williams Architects	Columbus	N/A

Harris Design Services received the highest score by the evaluation committee. The Director of the Department of Finance and Management is recommending a contract award to Harris Design Services.

Harris Design Services Contract Compliance No. 31-6568390, expiration date January 16, 2020.

Fiscal Impact: This ordinance authorizes the expenditure of \$200,000.00 from the Public Safety Voted Bond Fund with Harris Design Services for Professional Architectural/Engineering Services - Task Order Basis contract.

To amend the 2018 Capital Improvement Budget; to authorize the transfer of funds between projects within the Public Safety Voted Bond Fund; to authorize the Director of Finance and Management to enter into contract with Harris Design Services for professional architectural and engineering services; and to authorize the expenditure of \$200,000.00 from the Public Safety Voted Bond Fund. (\$200,000.00)

WHEREAS, it is necessary to amend the 2018 Capital Improvement Budget and to authorize the transfer of funds between projects within the Public Safety Voted Bond Fund; and

WHEREAS, the Department of Finance and Management solicited Requests for Proposals (RFP's) for Professional Architectural/Engineering Services for city departments; and

WHEREAS, it is necessary to authorize the Director of Finance and Management to enter into a contract with Harris Design Services for professional architectural and engineering services; and

WHEREAS, it is necessary to authorize the expenditure of \$200,000.00 from the Public Safety Voted Bond Fund; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Finance and Management, Office of Construction Management, to authorize the Finance and Management Director to enter into contract with Harris Design Services for architectural design for city departments; **Now, Therefore**

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

SECTION 1. That the 2018 Capital Improvement Budget be amended in Fund 7701 as follows:

Fund/Project/Project Name/Funding Source/Current/Change/Revised Authority

7701/P330021-100000/Police Facility Renovation/Voted Carryover/\$857,803/(\$200,000)/\$657,803
7701/P310004-100000/Professional Architectural Services/ Voted Carryover/\$0/\$200,000/\$200,000
7701/P330042-100000/Police Facility - Boat House/Unvoted Carryover/\$52,000/(\$52,000)/\$0
7701/P340123-100000/Fire Equipment/Voted Carryover/\$7,006/(\$7,006)/\$0
7701/P340153-100000/Fire Station #16/Voted Carryover/\$1,555,767 /(\$642,835)/\$912,933
7701/P320001-100001/Police and Fire Radio/Unvoted Carryover/\$252,365/(\$62,701)/\$189,664
7701/P340101-100000/Fire Apparatus Replacement/Unvoted Carryover/\$10,740/(\$10,740)/\$0
7701/P340101-100002/Fire Apparatus Replacement-Medics/Voted Carryover/\$21,472/(\$21,472)/\$0
7701/P320018-100000/911 System Update/Voted Carryover/\$0/\$739,967/\$739,967
7701/P320018-100000/911 System Update/Unvoted Carryover/\$0/\$125,439/\$125,439

SECTION 2. That the transfer of \$200,000.00, or so much thereof as may be needed, is hereby authorized within Fund 7701, Safety Voted Bond Fund in Object Class 06 - Capital Outlay per the accounting codes in the attachment to this ordinance.

SECTION 3. That the Finance and Management Director is hereby authorized to enter into a contract, on behalf of the Office of Construction Management, with Harris Design Services for professional architectural and engineering services in connection with the Professional Architectural/Engineering Services - Task Order Basis contract.

SECTION 4. That the expenditure of \$200,000.00, or so much thereof that may be necessary in regards to the action authorized in SECTION 3, is hereby authorized in the Public Safety Voted Bond Fund 7701, in Object Class 06 - Capital Outlay, per the accounting codes in the attachment to this ordinance.

SECTION 5. 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 6. 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 7. That the City Auditor is 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 8. 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 9. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.