



# City of Columbus

Office of City Clerk  
90 West Broad Street  
Columbus OH 43215-9015  
columbuscitycouncil.org

## Legislation Text

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**File #:** 1909-2018, **Version:** 1

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**BACKGROUND:** This legislation authorizes the Finance and Management Director to enter into a contract on behalf of the Office of Construction Management with HKI Associates, Inc. for engineering design services related to interior and exterior renovations at the Division of Fire Practical Skills Building, located at 3961 South Parsons Avenue. It should be noted that this contract is for design services and is not the actual renovation. This contract will provide design services for renovation of the interior and exterior walls of the building and garage to eliminate and prevent any moisture infiltration at the facility. The scope of work shall include design, engineering and, future construction administration.

Request for Statements of Qualifications (RFSQ) were solicited via the Vendor Services website from March 18, 2018 to April 23, 2018. The city received five proposals as listed. All proposals were deemed responsive and were fully evaluated by the committee.

| <u>Company</u>                    | <u>City</u> | <u>FBE/MBE</u> |
|-----------------------------------|-------------|----------------|
| HKI Associates, Inc.              | Columbus    | MBE            |
| Abbot Studios Architects Planners | Columbus    | N/A            |
| Prime AE Group, Inc.              | Columbus    | MBE            |
| Schorr Architects, Inc.           | Dublin      | N/A            |
| Williams Architects               | Columbus    | N/A            |

HKI Associates, Inc. received the highest score by the evaluation committee. The Office of Construction Management is recommending a contract award to HKI Associates, Inc.

**Emergency action** is requested so that design services may begin as soon as practical.

HKI Associates Contract Compliance No. 31-1305016, expiration date October 31, 2018.

**Fiscal Impact:** This legislation authorizes an expenditure of \$293,154.00 from the Construction Management Capital Improvement Fund for engineering design services related to interior and exterior renovations at the Division of Fire Practical Skills Building. These funds are budgeted within the Construction Management Capital Improvement Fund.

To amend the 2018 Capital Improvement Budget; to authorize the City Auditor to transfer funds between projects within the Construction Management Capital Improvement Fund; to authorize the Director of Finance and Management to enter into a contract on behalf of the Office of Construction Management with HKI Associates, Inc. for engineering design services related to interior and exterior renovations at the Division of Fire Practical Skills Building; to authorize the expenditure of \$293,154.00 from the Construction Management Capital Improvement Fund; and to declare an emergency. (\$293,154.00)

**WHEREAS**, it is necessary to amend the 2018 Capital Improvement Budget and to authorize transfers between projects within the Construction Management Capital Improvement Fund; and

**WHEREAS**, the Finance and Management Department, Office of Construction Management, desires to enter into a

contract for engineering design services related to interior and exterior renovations at the Division of Fire Practical Skills Building; and

**WHEREAS**, five firms submitted bids and HKI Associates, Inc. achieved the highest score from the evaluation committee; and

**WHEREAS**, it is necessary to authorize the expenditure of \$293,154.00 from the Construction Management Capital Improvement Fund; 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 authorize the Director of Finance and Management to enter into a contract with HKI Associates, Inc. for engineering design services related to interior and exterior renovations at the Division of Fire Practical Skills Building, 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 2018 Capital Improvement Budget, authorized by Ordinance 1010-2018, be amended as follows to establish sufficient authority for this project:

Project Name: City Hall Renovations - Various | Project ID Number: P570031 - 100001 | Current Authority: \$3,587,257 | Revised Authority: \$3,294,103 | Difference: (\$293,154)

Project Name: Practical Skills Building Renovation | Project ID Number: P570086 - 1000000 | Current Authority: \$0 | Revised Authority: \$293,154 | Difference: \$293,154

**SECTION 2.** That the transfer of \$293,154.00, or so much thereof as may be needed is hereby authorized within Fund 7733, Construction Management Capital Improvement Fund in Object Class 06 - Capital Outlay per the account 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 HKI Associates, Inc. for engineering design services related to interior and exterior renovations at the Division of Fire Practical Skills Building.

**SECTION 4.** That the expenditure of \$293,154.00, or so much thereof that may be necessary in regard to the action authorized SECTION 3, is hereby authorized in the Construction Management Capital Improvement Fund, Fund 7733 in Object Class - 06 Capital Outlay per the account 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 make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

**SECTION 8.** 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 9.** That for reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared an emergency measure and shall take effect and be enforced from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.