



# City of Columbus

Office of City Clerk  
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## Legislation Text

File #: 1995-2018, 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 CTL Engineering, Inc. in an amount up to \$603,770.00 for construction administration services related to the construction of three new Public Safety Facilities; Police Substation 1 (8118 Sancus Boulevard); Fire Station No. 35 (711 North Waggoner Road); and Fire Station No. 16 (1465 Oakland Park Ave).

CTL Engineering will provide the Department of Finance and Management with construction administration and inspection for Police Substation 1 and Fire Station No. 35 which will be under construction soon. The company will provide full service engineering for Fire Station No. 16, which is in the design phase. CTL Engineering will provide among other services, peer design review, construction cost estimation and construction administration and inspection services.

The Department of Public Utilities solicited proposals for construction administration services for the Department of Public Utilities' Division of Sewerage and Drainage, Division of Water, and Division of Power, and the Department of Finance and Management's Office of Construction Management pursuant to Columbus City Code 329.26. The solicitation was formally advertised on the Vendor Services web site from October 7, 2016, to November 4, 2016.

It was the intent of participating Departments to have the ability to enter into multiple contracts for construction administration services because of the large number of anticipated capital projects. Four firms submitted proposals and all four firms met the minimum qualifications listed in the Request For Proposals (RFP). Therefore, all firms are eligible for contracts with either the Department of Public Utilities or the Department of Finance and Management.

<u>Company Name</u>	<u>City/State</u>	<u>Majority/MBE/FBE/ASN /PHC</u>
CTL Engineering, Inc.	Columbus, Ohio	ASN
DLZ Ohio, Inc.	Worthington, Ohio	Minority
Prime AE Group	Columbus, Ohio	ASN
Stantec Consulting Services	Columbus, Ohio	Majority

Upon review of the proposals, the Department of Finance and Management, Office of Construction Management selected CTL Engineering, Inc. as the firm to provide construction administration services for Police Substation 1, Fire Station No. 35, and Fire Station No. 16.

**Emergency action:** Construction administration services for construction of Police Substation 1 and Fire Station No. 35, as well as the design of Fire Station No. 16 is requested as emergency to ensure construction and design administration services are available at the start of each project.

CTL Engineering, Inc. Contract Compliance No. 31-0680767, expiration date 8/3/18.

**Fiscal Impact:** This legislation authorizes an expenditure of \$603,770.00 from the Construction Management Capital Improvement Fund with CTL Engineering, Inc. for construction administration services related to the construction of Police Substation 1, Fire Station No. 35, and Fire Station No. 16.

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 CTL Engineering, Inc. for construction administration services related to the construction of Police Substation 1, Fire Station No. 35, and Fire Station No. 16; to authorize the expenditure of \$603,770.00 from the Construction Management Capital Improvement Fund; and to declare an emergency. (\$603,770.00)

**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 construction administration services related to the construction of Police Substation 1, Fire Station No. 35, and Fire Station No. 16; and

**WHEREAS**, Police Substation 1 and Fire Station No. 35 will be entering the construction phase soon and Fire Station No. 16 is currently in the design phase for which CTL Engineering will be conducting design peer review as well as construction cost estimation services; and

**WHEREAS**, pursuant to an awarded Request for Proposals, the Department of Finance and Management is seeking authority to enter into contract with CTL Engineering, Inc. for necessary construction administration services; and

**WHEREAS**, it is necessary to authorize the expenditure of \$603,770.00 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 CTL Engineering, Inc. for construction administration services related to the construction of Police Substation 1, Fire Station No. 35, and Fire Station No. 16 so that construction of these facilities can commence without delay, 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: Facilities Management - Work Order System| Project ID Number: P570060 - 100000 | Current Authority: \$494,563 | Revised Authority: \$224,626 | Difference: (\$269,937)

Project Name: Police - Far North Substation | Project ID Number: P330040-100000| Current Authority: \$0 | Revised Authority: \$269,937 | Difference: \$269,937

Project Name: City Hall Renovations Various | Project ID Number: P570031 - 100001 | Current Authority: \$2,163,103 | Revised Authority: \$1,829,270 | Difference: (\$333,833)

Project Name: Fire Station 16 | Project ID Number: P340153-100000| Current Authority: \$0 | Revised Authority: \$318,710 | Difference: \$318,710

Project Name: Fire Station 35| Project ID Number: P340131-100000| Current Authority: \$0 | Revised Authority: \$15,123

| Difference: \$15,123

**SECTION 2.** That the transfer of \$603,770.00, 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 CTL Engineering, Inc. for construction administration services related to the construction of Police Substation 1, Fire Station No. 35, and Fire Station No. 16.

**SECTION 4.** That the expenditure of \$603,770.00, 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 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.