



## Legislation Text

**File #:** 2253-2018, **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 Roger D. Fields & Associates in an amount up to \$100,000.00 for Professional Engineering Services - Task Order Basis contract.

This contract provides the Office of Construction Management with continuing, contractual access to resources that are necessary to perform professional engineering services as well as provide technical expertise to implement projects for various city departments. Roger D. Fields & Associates will be responsible for the complete design and construction administration for each project, including but not limited to: structural, mechanical, electrical, plumbing, security, fire protection, civil engineering, full design, cost estimating, construction administration and inspection, shop drawing review, and other services as required for the completion of the project.

The Department of Finance and Management, Office of Construction Management, solicited Requests for Proposals for the Professional Engineering Services. The project was formally advertised on the Vendor Services web site from May 29, 2018 to June 11, 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
Roger D. Fields & Associates	Columbus	N/A
Karpinski Engineering	Columbus	N/A
Star Consultants	Columbus	ASN

Roger D. Fields & Associates received the highest score by the evaluation committee and was recommended for the bid award.

Roger D. Fields & Associates Contract Compliance No. 31-1055742, expiration date April 18, 2020.

**Fiscal Impact:** This legislation authorizes an expenditure of \$100,000.00 from the Safety Voted Bond Fund with Roger D. Fields & Associates for Professional Engineering Services. The Department of Public Safety budgeted \$100,000.00 in the capital fund for this contract.

To amend the 2018 Capital Improvement Budget; to authorize the City Auditor to transfer funds between projects within the Safety Voted Bond Fund; to authorize the Finance and Management Director to enter into a contract on behalf of the Office of Construction Management with Roger D. Fields & Associates for professional engineering services; and to authorize the expenditure of \$100,000.00 from the Safety Voted Bond Fund. (\$100,000.00)

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

**WHEREAS,** the Director of Finance and Management has identified the need to enter into a professional service contract to provide for engineering services under the Professional Engineering Services - Task Order Basis contract; and

**WHEREAS**, the Office of Construction Management, solicited Requests for Proposals, and the city received three (3) responses, with Roger D. Fields receiving the highest score by the evaluation committee; and

**WHEREAS**, funds in the amount of \$100,000.00 are available for this project in the Public Safety Voted Bond Fund; and

**WHEREAS**, it has become necessary in the usual daily operation of the Department of Finance and Management, on behalf of the Office of Construction Management, to authorize the Director to enter into a contract for professional engineering services, **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 | Project Number | Current Authority | Revised Authority | Difference**

**Fund 7701**

Police Facility Renovation | P330021-100000 | \$214,592 | \$114,592 | (\$100,000)

General Engineering Services | P310107-100000 | \$0 | \$100,000 | \$100,000

**SECTION 2.** That the transfer of \$100,000, 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 Director of Finance and Management be and is hereby authorized to enter into contract with Roger D. Fields & Associates for a Professional Engineering Services - Task Order Basis contract for engineering services in an amount of up to \$100,000.00.

**SECTION 4.** That the expenditure of \$100,000.00, or so much thereof that may be necessary in regards to the action authorized in SECTION 3 is hereby authorized in the Safety Voted Bond Fund, Fund 7701 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 this ordinance shall take effect and be in force from and after the earliest date allowed by law.

