



Legislation Text

File #: 1265-2019, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to enter into a contract on behalf of the Facilities Management Division with CTL Engineering, Inc. for facility condition assessment, capital planning services and capital planning software review.

This contract will enable the Department of Finance and Management, Facilities Management Division to develop a standardized facilities database, condition assessment and other services to determine maintenance needs for approximately 20 City buildings, totaling an estimated 911,532 square feet: including safety facilities, health centers and city owned buildings. The assessment will allow the Facilities Management Division to determine immediate, short-term and long term maintenance and capital improvement needs for city facilities.

The objective is to establish and manage a process for facilities condition assessments, provide Facilities Condition Assessors, and implement/train/support an existing Capital Planning software platform. The assessment is to be completed in two (2) phases and will include, but is not limited to, roof, foundation, electrical, mechanical, plumbing and merging information from Lucity to the new database, training of City staff and one year of follow-up and training.

The Department of Finance and Management, Facilities Management Division, solicited a Request for Proposals for Facility Condition Assessment, Capital Planning Services and Capital Planning Software Review. The project was formally advertised on the Vendor Services website. On January 24, 2019 the city received seven (7) responses (0 FBE, 0 MBE) as listed. All proposals were deemed responsive and were fully evaluated by the Evaluation Committee:

<u>Company</u>	<u>City</u>	<u>AS1/FBE/MBE</u>
All Environmental, Inc.	Columbus	N/A
CTL Engineering, Inc.	Columbus	EBOCC
EMG Corporation	Columbus	EBOCC
Heapy Engineering Consultants, Inc.	Columbus	EBOCC
Leavy Engineering & Building Commissioning	Cleveland	N/A
MS Consultants	Columbus	EBOCC
Osborn Engineering	Columbus	EBOCC

CTL Engineering, Inc. received the highest score by the evaluation committee and will be awarded the Facility Condition Assessment, Capital Planning Services and Capital Planning Software Review contract.

CTL Engineering, Inc. Contract Compliance No. 31-0680767, expiration date August 1, 2020.

Emergency action is requested so that the building assessments may begin as soon as practical.

Fiscal Impact: This legislation authorizes an expenditure of \$501,923.00 from the Construction Management Capital Improvement Fund for facility assessment services of 20 city buildings. These funds were budgeted within the Construction Management Capital Improvement Fund for this project.

To authorize the Director of Finance and Management to enter into a contract, on behalf of the Facilities Management Division, with CTL Engineering, Inc. for facility assessment services; to authorize the expenditure of \$501,923.00 from

the Construction Management Capital Improvement Fund; and to declare an emergency. (\$501,923.00)

WHEREAS, it is necessary for the Facilities Management Division to contract for facility assessment services for 20 buildings, totaling 911,532 square feet to be completed in two phases; and

WHEREAS, seven firms submitted bids and CTL Engineering, Inc. achieved the highest score from the evaluation committee; and

WHEREAS, it is necessary to authorize the expenditure of \$501,923.00 from the Construction Management Facility Renovations Fund; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management, Facilities Management Division, to authorize the Director of Finance and Management to enter into a contract with CTL Engineering, Inc. for services related to facility assessment for 20 buildings, totaling 911,532 square feet to be completed in two phases 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 Finance and Management Director is hereby authorized to enter into a contract, on behalf of the Facilities Management Division, with CTL Engineering, Inc. for services related to facility assessment for 20 buildings, totaling 911,532 square feet to be completed in two phases.

SECTION 2. That the expenditure of \$501,923.00, or so much thereof as may be necessary in regard to the action authorized in SECTION 3, is hereby authorized in Fund 7733, Construction Management Facility Renovation Fund, in Object Class 06 Capital Outlay per the accounting codes in the attachment to this ordinance.

SECTION 3. 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 4. 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 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 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.