



Legislation Text

File #: 2100-2020, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to modify a contract with CBRE Government Services LLC (CBRE) for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building. Since 2007, the Department of Finance and Management has contracted for facility management services for the Jerry Hammond Center at 1111 E. Broad Street and the Franklin County Municipal Court Building at 375 S. High Street.

CBRE is responsible for regularly assessing the conditions of the building and its systems, developing and implementing building operations (including janitorial and security services), performing preventive maintenance, and establishing capital plans necessary to maintain, preserve, and keep the premises in good repair and condition. At the City's request, CBRE may also act as a liaison and assist in the oversight of the design and build out of building renovations and improvements at these facilities.

This modification is necessary to add additional funding to the facility management agreement. These additional funds are necessary to ensure that CBRE has the proper funding to contract with subcontractors that pay a responsible wage and offer a health insurance benefit to their employees. Additional funding is also needed to fund repairs to a fire suppression line as well as replacement of a domestic water supply line at the Municipal Court Building. Finally, CARES Act Funds are being requested in order to fund COVID-19 barriers at the Municipal Court Building.

The initial term of this contract was awarded pursuant to Ordinance 1223-2019 and was for the period June 1, 2019 - May 31, 2020. Ordinance 0873-2020 authorized the first (1st) of four (4) annual renewals provide for in the contract and is for the period June 1, 2020 - May 31, 2021. Any future annual renewals are on a year to year basis and are subject to funds availability and approval of Columbus City Council.

The cost break-down for the additional funding needed for this facility management services at the Jerry Hammond Center and the Municipal Court Building are as follows:

Jerry Hammond Center: \$65,000.00 (General Fund related expenses).

Municipal Court Building: \$205,000.00 (consisting of \$156,00.00 in General Fund related expenses plus \$49,000.00 in CARES Act related expenses).

Emergency action is requested to ensure that this contract can be modified quickly so that necessary sub-contracts as well as facility repairs and small scale renovations can continue without interruption.

CBRE Government Services, LLC, Federal Tax ID: 80-0659792, CC027385 expires 10/19/2020

Fiscal Impact: This ordinance authorizes an expenditure of \$221,000.00 from the General Fund and \$49,000.00 from the CARES Act Fund with CBRE Government Services LLC for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building. Ordinance 0873-2020 authorized the expenditure of \$2,432,376.00 for these facility management services. With this modification, the 2020-2021 contract amount will be \$2,702,376.00. In 2019, the Finance and Management Department expended \$2,409,222.00 for these services collectively.

To authorize the Director of the Department of Finance and Management, on behalf of the Facilities Management Division, to modify a contract with CBRE Government Services LLC for facility management services at the Jerry

Hammond Center and the Franklin County Municipal Court Building; to authorize the transfer of \$221,000.00 between Divisions within the General Fund; to authorize the expenditure of \$221,000.00 from the General Fund; to authorize the expenditure of \$49,000.00 from the CARES Act Fund; and to declare an emergency. (\$270,000.00)

WHEREAS, the Department of Finance and Management is currently under contract with CBRE Government Services, LLC for facility management services related to maintaining and operating the Jerry Hammond Center at 1111 E. Broad Street and the Franklin County Municipal Court Building at 375 S. High Street; and

WHEREAS, it is necessary to modify this contract in order to add additional funding to the facility management agreement, and

WHEREAS, these additional funds are necessary to ensure that CBRE has the proper funding to contract with subcontractors that pay a responsible wage and offer a health insurance benefit to their employees; and

WHEREAS, additional funding is also needed to fund repairs to a fire suppression line as well as replacement of a domestic water supply line at the Municipal Court Building; and

WHEREAS, certain of small-scale renovation projects are needed to ensure proper social-distancing and/or work-space configurations, barriers, and other forms of mitigation in order to prevent the spread of COVID-19, thereby protecting City employees as well City residents; and

WHEREAS, the COVID-19 pandemic has resulted in the potential need to re-configure work space, the installation of protective barriers, and other forms of small-scale renovations that will help mitigate the spread of COVID-19; and

WHEREAS, expenditure of CARES Act funding for small-scale renovations to City facilities is necessary to address coronavirus mitigation needs caused by the COVID-19 public health emergency; and

WHEREAS, such expenditure of funds has not been previously accounted for in the 2020 Budget; and

WHEREAS, an emergency exists in the usual daily operation of the Finance and Management Department, Facilities Management Division, in that it is immediately necessary to authorize the Finance and Management Director to modify a contract with CBRE Government Services, LLC so that necessary sub-contracts as well as facility repairs and small scale renovations can continue without interruption, 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, on behalf of the Facilities Management Division, is hereby authorized to modify a contract with CBRE Government Services LLC for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building.

SECTION 2. That the transfer of \$221,000.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, is hereby authorized within the General Fund 1000 from Object Class 10 - Transfer Out to Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 2100-2020 Legislation Template.xls

SECTION 3. That the expenditure of \$221,000.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, is hereby authorized in the General Fund 1000 in Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 2100-2020 Legislation Template.xls

SECTION 4. That the expenditure of \$49,000.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, is hereby authorized in the CARES Act Fund 2207 in Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

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SECTION 5. 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 6. That the expenditures above shall be paid upon order from 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 7. That the City Auditor is authorized to make any accounting changes necessary to ensure that this contract is properly accounted for and recorded accurately on the City's financial record. The City Auditor is authorized to make any changes to revise the funding source for any contract or contract modification associated with this ordinance.

SECTION 8. 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.

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