



## Legislation Text

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**File #:** 0659-2022, **Version:** 1

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**Background:** This ordinance authorizes the Director of the Recreation and Parks Department to enter into contract with DesignLevel to provide design services for the 1511 Alum Industrial Interior Renovations Project. The contract amount is \$83,405.12, with a contingency of \$12,510.77, for a total of \$95,915.89 being authorized by this ordinance.

The Columbus Recreation and Parks Department's Operations and Maintenance Sections include Parks, Facilities, and Forestry. These sections are headquartered at 1533 Alum Industrial Drive and have expanded into the adjacent annex at 1511 Alum Industrial Drive where the Department's warehouse is also located. This annex was improved from 2017 to 2021, including the installation of new motorized exterior garage doors, electrical equipment, and lights. In order to house the Parks Section, the interior spaces in this facility require renovations to accommodate the proposed offices. The fees illustrated below are for the design services required to advertise and bid this project for construction.

**Vendor Bid/Proposal Submissions (ODI designation status):**

Proposals were advertised through Vendor Services, in accordance with City Code Section 329, on January 21, 2022 and received by the Recreation and Parks Department on February 11, 2022. Proposals were received from the following firms:

DesignLevel (WBE)

Of note, professional services contracts are quality based selections and not based on price. Costs were not requested nor were they part of this evaluation.

In accordance with City Code, a selection team evaluated the proposals and recommended DesignLevel be selected to perform the work. The firm was chosen based on their referenced projects, experience, qualifications, availability, timeline, and project approach.

**Principal Parties:**

DesignLevel LLC  
2690 West Dublin-Granville Road  
Tracy Kameoka, 614-354-3021  
Contract Compliance Number, Tax ID: 011513, 27-3060873  
Contract Compliance Expiration Date: July 19, 2023

**Benefits to the Public:** Improving the Parks Section headquarters will benefit the community by helping to ensure that staff have the proper space needed to efficiently manage the maintenance of parks, trails, and facilities in order to keep them accessible, safe, and user friendly.

**Community Input/Issues:** The community has expressed the desire for well-kept parks and amenities through public workshops, social media, and direct contact with staff. This project will help the department achieve this goal.

**Area(s) Affected:** Citywide (99)

**Master Plan Relation:** This project will support the Recreation and Parks Master Plan by helping to improve operations and services to the citizens of Columbus.

**Fiscal Impact:** \$95,915.89 is budgeted and available from within the Recreation and Parks Voted Bond Fund 7702 to

meet the financial obligations of this contract.

To authorize the Director of Recreation and Parks to enter into contract with DesignLevel to provide design services for the 1511 Alum Industrial Interior Renovations Project; to authorize the transfer of \$95,915.89 within the Recreation and Parks Voted Bond Fund; to authorize the amendment of the 2021 Capital Improvements Budget; to authorize the expenditure of \$95,915.89 from the Recreation and Parks Voted Bond Fund. (\$95,915.89)

**WHEREAS**, it is necessary to authorize the Director of the Recreation and Parks to enter into contract with DesignLevel to provide design services for the 1511 Alum Industrial Interior Renovations Project; and

**WHEREAS**, it is necessary to authorize the transfer of \$95,915.89 within the Recreation and Parks Voted Bond Fund 7702; and

**WHEREAS**, it is necessary to authorize the amendment of the 2021 Capital Improvements Budget Ordinance 2707-2021 in order to provide sufficient budget authority for this and future projects; and

**WHEREAS**, it is necessary to authorize the expenditure of \$95,915.89 from the Recreation and Parks Voted Bond Fund 7702; and

**WHEREAS**, it has become necessary in the usual daily operations of the Recreation and Parks Department to authorize the Director to enter into contract with DesignLevel to provide design services for the 1511 Alum Industrial Interior Renovations Project, all for the preservation of the public health, peace, property, safety, and welfare and, **NOW, THEREFORE**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Director of Recreation and Parks be and is hereby authorized to enter into contract with DesignLevel to provide design services for the 1511 Alum Industrial Interior Renovations Project.

**SECTION 2.** 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 3.** 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 4.** 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 5.** That the transfer of \$95,915.89 or so much thereof as may be needed, is hereby authorized between projects within the Recreation and Parks Bond Fund 7702 per the account codes in the attachment to this ordinance.

**SECTION 6.** That the 2021 Capital Improvements Budget Ordinance 2707-2021 is hereby amended as follows in order to provide sufficient budget authority for this ordinance and future projects.

**Fund / Project / Project Name / Current / Change / Amended**

Fund 7702; P511002-100000; Facility Assessment Implementation (Voted Carryover) / \$1,636,408 / (\$95,916) / \$1,540,492

Fund 7702; P511042-100000; 1511 Alum Industrial Improvements - Phase 3 (Voted Carryover) / \$0 / \$95,916 / \$95,916

**SECTION 7.** For the purpose stated in Section 1, the expenditure of \$95,915.89 or so much thereof as may be necessary to pay the cost thereof, be and is hereby authorized from the Recreation and Parks Voted Bond Fund 7702 in object class 06 Capital Outlay per the accounting codes in the attachments to this ordinance.

**SECTION 8.** That this ordinance shall take effect and be in force from and after the earliest period allowed by law.