



Legislation Text

File #: 1314-2022, **Version:** 1

BACKGROUND:

On September 17, 2021 the Department of Finance and Management issued a request for proposal to provide subrecipient monitoring services associated with the Housing Opportunities for Persons with AIDS (HOPWA) Program, RFQ019817. In accordance with the relevant provisions of Chapter 329 of the Columbus City Code pertaining to professional service contracts and approval of Columbus City Council, Booth Management Consulting, LLC was awarded contract PO304422 in the amount of \$28,470.00 on December 22, 2022.

While executing the project procedures and required compliance and accounting testing, additional analytical work has been required and therefore, the Department of Finance and Management is requesting additional funding for the project procedures and produce a product that addresses applicable federal requirements.

This ordinance is submitted as an emergency so that the modification may proceed without delay.

FISCAL IMPACT:

Funds for these expenditures are available within the Department of Finance and Management 2022 budget appropriations and administrative cost allocations within U.S. Department of Housing & Urban Development grant monies.

Booth Management Consulting, LLC; Contract Compliance CC# 040075 Expires 11/08/2023

EMERGENCY DESIGNATION: Emergency action is requested to allow the financial transaction to be processed as soon as possible and to mitigate risk of potential penalties from untimely action.

To authorize the Director of the Department of Finance and Management to modify the contract with Booth Management Consulting, LLC for consulting services; to authorize the appropriation of \$40,433.00 from the unappropriated monies in Fund 2248 and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the grant period, in the sum of \$40,433.00; to authorize the expenditure of up to \$40,433.00 from the Community Development Block Grant (CDBG) Fund (Fund #2248); and to declare an emergency. (\$40,433.00)

WHEREAS, on September 17, 2021 the Department of Finance and Management issued a request for proposal to provide subrecipient monitoring services associated with the Housing Opportunities for Persons with AIDS (HOPWA) Program, RFQ019817. In accordance with the relevant provisions of Chapter 329 of the Columbus City Code pertaining to professional service contracts and approval of Columbus City Council, Booth Management Consulting, LLC was awarded contract PO304422 in the amount of \$28,470.00 on December 22, 2022; and

WHEREAS, certain unanticipated analytical work was needed during the course of project execution that require additional time, effort, and expense to fully evaluate and resolve; and

WHEREAS, initiating a new procurement process would result in an unnecessary delay and cost to the City that exceed those presented herein; and

WHEREAS, the price for the additional services was negotiated based on actual time and effort utilized by the

contractor; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management in that it is immediately necessary to authorize the Finance and Management Director to modify the contract with Booth Management Consulting, LLC to ensure on time delivery of consulting services for the City and allow the financial transaction to be processed as soon as possible and to mitigate risk of potential penalties from untimely action, 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 from the unappropriated monies in Fund #2248 and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the grant period, the sum of \$40,433 is appropriated in Fund #2248, Dept-Div 45-4501, from the Community Development Block Grant, Object Class 03 (Contractual Services) Amount \$40,433.00.

SECTION 2. That the Director of the Department of Finance and Management is hereby authorized to modify its contract with Booth Management Consulting, LLC for consulting services and to authorize the expenditure of up to \$40,433.00, or so much thereof as may be necessary in object class 03 contractual services per the accounting codes in the attachment to this ordinance.

SECTION 3. 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 4. That, for the reasons stated in the Preamble hereto, which is hereby made a part hereof, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after passage and approval by the Mayor or ten days after passage if the Mayor neither approves nor vetoes the same.