



## Legislation Text

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**File #:** 0653-2022, **Version:** 2

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**BACKGROUND:** This legislation authorizes the Finance and Management Director to renew 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 will be 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.

The initial term of this contract was awarded pursuant to Ordinance 1223-2019 and was for the period June 1, 2019 - May 31, 2020, with four (4) annual renewal options. The first contract renewal was awarded pursuant to Ordinance 0873-2020 and was for the period June 1, 2020 - May 31, 2021. A contract modification was done to add additional funds in the amount of \$270,000 pursuant to ordinance 2100-2020. The second contract renewal was awarded pursuant to Ordinance 0908-2021 and was for the period June 1, 2021 - May 31, 2022.

The Department of Finance and Management would like to exercise the third (3rd) renewal of the four (4) annual renewal options. The contract renewal will be for the period June 1, 2022 - May 31, 2023. 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 facility management services at the Jerry Hammond Center and the Municipal Court Building are as follows:

Jerry Hammond Center: \$1,209,465.00 (consisting of \$818,462.00 in building operating expenses plus \$391,003.00 in building management fees).

Municipal Court Building: \$1,575,245.00 (consisting of \$977,828.00 in building operating expenses plus \$597,417.00 in building management fees).

CBRE Government Services, LLC, Federal Tax ID: 80-0659792, CC027385 expires 08/22/2022

**Emergency action** is requested to ensure that the facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building can continue without interruption.

**Fiscal Impact:** This ordinance authorizes an expenditure of \$1,209,465.00 from the Property Management Fund and \$1,575,245.00 from the General Fund with CBRE Government Services LLC for facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building. In 2021, the Finance and Management Department expended \$2,713,993.00 for these services collectively. A transfer from the general fund is necessary to provide sufficient funding for this contract.

To authorize the Director of the Department of Finance and Management, on behalf of the Facilities Management Division, to renew 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 a transfer within the general fund; to authorize the expenditure of \$1,209,465.00, to authorize an appropriation transfer from the general fund to the Property Management Fund; to authorize the

expenditure of \$1,575,245.00 from the general fund; and to declare an emergency. (\$2,784,710.00)

**WHEREAS**, the Department of Finance and Management has a need 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**, the Department of Finance and Management solicited Requests for Proposals, for facility management services for the Jerry Hammond Center and the Municipal Court Building and CBRE Government Services LLC received the highest overall score from the RFP; and

**WHEREAS**, the initial term of this facility management contract was awarded pursuant to Ordinance 1223-2019 and was for the period June 1, 2019 - May 31, 2020, with four (4) annual renewal options, and

**WHEREAS**, the first contract renewal was awarded pursuant to Ordinance 0873-2020 and was for the period June 1, 2020 - May 31, 2021, and

**WHEREAS**, a contract modification was done to add additional funds in the amount of \$270,000 pursuant to ordinance 2100-2020, and

**WHEREAS**, the second contract renewal was awarded pursuant to Ordinance 0908-2021 and was for the period June 1, 2021 - May 31, 2022, and

**WHEREAS**, the Department of Finance and Management would like to exercise the third (3rd) option of the four (4) annual renewal options for the period June 1, 2022 - May 31, 2023; and

**WHEREAS, this contract renewal complies with Columbus City Code Section 329.18(c), the procurement of all custodial, landscaping, guard and security service, cleaning and recycling service contracts; 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 Director of Finance and Management to renew a facility management agreement with CBRE Government Services LLC, so that facility management services at the Jerry Hammond Center and the Franklin County Municipal Court Building 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 renew 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 appropriation transfer of \$28,999.00, or so much thereof as may be needed in regard to the action authorized in Section 1, is hereby authorized from the General Fund to the Property Management Fund, per the accounting codes in the attachment to this ordinance.

**SECTION 3.** That the transfer of \$41,718.00, or so much thereof as may be needed in regard to the action authorized in Section 1, is hereby authorized within the General Fund, per the accounting codes in the attachment to this ordinance.

**SECTION 4.** That the expenditure of \$1,209,465.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, is hereby authorized in the Property Management Fund 2294 in Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

**SECTION 5.** That the expenditure of \$1,575,245.00, 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.

**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 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 8.** 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.