

6/20/23

ORDINANCE NO. 102-23

BY: **MARK CASSELBERRY, ALLAN DIVIS**
(By Request – Service Director)

AN ORDINANCE TO ENGAGE AN OWNER'S REPRESENTATIVE THAT IS THE "MOST ADVANTAGEOUS" FOR THE CITY OF PARMA FOR OWNER'S REPRESENTATIVE SERVICES FOR THE NEW EVENT CENTER/CLUBHOUSE AT RIDGEWOOD GOLF COURSE IN THE CITY OF PARMA, AND DECLARING AN EMERGENCY

WHEREAS, the City of Parma is undertaking a new Event Center/Clubhouse at Ridgewood Golf Course (the Project) and has previously accepted American Rescue Plan Act (ARPA) funds for the purpose of designing, building, and equipping the Project; and

WHEREAS, the City has previously engaged the services of American Structurepoint as its Design Professional for the Project in Ordinance No. 131-22; and

WHEREAS, the City has previously engaged the services of The Albert M. Higley Co. as its Construction Manager at Risk for the Project in Ordinance No. 194-22; and

WHEREAS, the services of an Owner's Representative are needed for the Project; and

WHEREAS, the Director of Public Service worked with the Law Director to publicly advertise and issue a Request for Qualifications (RFQ) for the Project; and

WHEREAS, six statements of qualifications were received from owner's representative firms, and a selection committee considered all qualifications received to the maximum extent practical based upon the criteria announced the RFQ, and short-listed those responses to two (2) Owner's Representative candidates, namely Quality Control Inspection, Inc. ("QCI"), and Sixmo, Inc. ("Sixmo"); and

WHEREAS, the Director of Public Service working with the Law Director and legal counsel, requested each of the two (2) shortlisted firms respond to a Request for Proposal (RFP) in accordance with 2 CFR 200.320(b)(2); and

WHEREAS, a selection committee scored each Owner's Representative candidate and evaluated each candidate's technical and pricing RFP responses to determine the Owner's Representative that submitted the most advantageous proposal per 2 CFR 200.320(b)(2) for the City of Parma; and

WHEREAS, after completing this process, the Director of Public Service recommends the Owner's Representative candidate that submitted the most advantageous proposal per 2 CFR 200.320(b)(2), in rank order, are as follows:

- 1. _____
- 2. _____

WHEREAS, the top ranked firm's proposed fee for Owner's Representative services for the Project is \$ _____; and

WHEREAS, that the Mayor, working with the Law Director and legal counsel will negotiate an Owner's Representative agreement with the top ranked firm of _____. If an Agreement cannot be reached with the top ranked firm, the City may enter into negotiations with the firm that submitted the next "most advantageous" proposal for the City of Parma.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARMA, STATE OF OHIO:

Section 1. That this Council approves the selection process, accepts the ranking and recommendation of the Director of Public Service, and selects _____ as the "most advantageous" Owner's Representative for the Project.

Section 2. That the Mayor and Law Director are hereby authorized to negotiate and execute an Owner's Representative agreement with _____ for the new Event Center/Clubhouse at Ridgewood Golf Course in an amount not to exceed \$ _____. If the Mayor and Law Director determine that negotiations with _____ have failed, the Mayor and Law Director are hereby authorized to suspend negotiations with the top ranked firm and to enter into negotiations with the next-ranked firm, or request proposals from additional qualified firms.

Section 3. That funds for said services shall be paid from Fund No. 416-416 – Ridgewood Clubhouse/Event Center; Account No. 62110-00000 – Professional Services.

Section 4. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council; and that all deliberations of the Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the City of Parma, and for the further reason that this measure is necessary in order to engage the services of this Owner's Representative Firm and begin the preconstruction services as soon as possible, and this Ordinance shall become immediately effective upon receiving the affirmative vote of two-thirds of all members elected to Council and approval of the Mayor, otherwise from and after the earliest period allowed by law.

PASSED: _____ PRESIDENT OF COUNCIL

ATTEST: _____ APPROVED: _____
CLERK OF COUNCIL

FILED WITH
THE MAYOR: _____ MAYOR, CITY OF PARMA, OHIO