

Department of Port Control

Ord. No.: 1369-18

Business Development & Mgmt.

EXECUTIVE SUMMARY

The Department of Port Control is requesting authorization to exercise the second option to renew City Contract No. CT 3001 PS 2017-016 with O.R. Colan Associates, LLC to provide on-call services necessary to appraise real and/ or personal property, rights of way and/or easements and other interests in real property, on an as-needed basis for the for the Department of Port Control.

Background

The Department of Port Control, under the authority of Ordinance No. 267-15 (“Department”), entered into a professional services agreement, City Contract No. CT 3001 PS 2017-016 with O.R. Colan Associates (“Consultant”). The term was set at one year with three 1-year options to renew, the second of which requires additional legislative approval.

The first Option Term will expire on February 12, 2019. The Department requests authority to exercise the second option term.

Scope of Work:

To provide professional services necessary to perform both limited and regular appraisals of airport owned and controlled properties.

This would include appraisals to determine the fair market rental value and/or sale value of various property types, including easements and right-of-ways.

Justification/Urgency:

The first Option Term is set to expire on February 12, 2019. The airport needs the ability to obtain appraisals quickly and requires appraisers experienced in the valuation of aviation-related properties.

Anticipated cost:

N/A

Schedule or Term of Contract:

The current term is one year with three one-year options to renew, the second of which requires additional legislative authority.

Cleveland Area Small Business (“CSB”) Participation:

The Office of Equal Opportunity set the Cleveland Area Small Business (“CSB”) goal at ten percent (10%). O.R. Colan has 11.96% participation.

Current Contract:

Name	Term/Expiration	Contract No.	Amount \$
O.R. Colan	1 year w/three 1-year options to renew	3001 PS 2017-016	\$55,000 life of the contract

Total number of employees – 16

Number of employees that are minorities – 1

Number that are women – 6

Number that are City of Cleveland residents – 3