



Legislation Text

File #: 1633-2022, **Version:** 1

Background: This legislation authorizes the Finance and Management Director, on behalf of the Division of Facilities Management, to enter into contract with CSI International, Inc., to purchase custodial services for the Fleet Management Building located at 4211 Groves Road. The Division of Facilities Management is responsible for the maintenance and upkeep of various city facilities under the purview of the Mayor. Competitive best value proposals from qualified companies were solicited to provide all aspects of custodial services including, but not limited to, general cleaning, supplies, emergency response plans, work inspections, and employee supervision for the fleet facility. The initial term of this contract will be for the period August 1, 2022 - July 31, 2023. This contract allows four (4) annual renewal options, which may be exercised at the discretion of the City. The renewals are on a year to year basis and are subject to funds availability and approval of Columbus City Council. CSI International, Inc., will adhere to Code Section 329.18(c) (8) regarding payment of a responsible wage.

Bid Information: RFQ021213 was advertised on March 9, 2022, and four (4) Best Value Procurement proposals with pricing were received on April 6, 2022.

An evaluation committee consisted of representatives from: Department of Finance and Management, The Department of Public Utilities, and the Human Resources Department. Of the four (4) vendors that submitted proposals, two (2) were selected for presentations. After presentation from the two vendors the committee presented its rankings to the Finance and Management Director. CSI International scored the highest in all categories. The Finance and Management Director instructed the committee to proceed with negotiations with CSI International, Inc. The results of the negotiation were successful.

It is therefore recommended that a contract be awarded to CSI International CC#029793, Expiration 3/22/2024.

Emergency action is requested so that custodial services at the Fleet Management Building on Groves Road can continue.

Fiscal Impact: Funding for this contract was budgeted and is available in the 2022 Fleet Management Fund budget.

To authorize the Finance and Management Director on behalf of the Division of Facilities Management to enter into contract with CSI International, Inc., for the purchase of custodial services for the Fleet Management Building; to authorize the expenditure of \$34,198.77 from the general fund; and to declare an emergency. (\$34,198.77)

WHEREAS, there is a need to purchase custodial services for the Fleet management Building; and

WHEREAS, the Purchasing Office advertised and solicited Best Value Procurement proposals; and

WHEREAS, after review the Director of Finance and Management recommend acceptance of the proposal submitted by CSI International, Inc., and

WHEREAS, this ordinance addresses Purchasing objectives of 1)maximizing the use of City resources by obtaining

optimal products/services at low prices and 2) encouraging economic development by improving access to City bid opportunities and 3) providing effective option contracts for City agencies to efficiently maintain their supply chain and service to the public; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management, Division of Facilities Management, in that it is immediately necessary to authorize the Finance and Management Director to enter into contract for the purchase of custodial services for the Fleet Management Building so that custodial services can continue, for the immediate preservation of 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 is hereby authorized to enter into contract with CSI International, Inc., for the purchase of custodial services for the Fleet Management Building.

CSI International CC#029793; Negotiated Contract, \$34,198.77

SECTION 2. That the expenditure of \$34,198.77, or so much thereof as may be necessary in regards to the action authorized in SECTION 1, is hereby authorized from the general fund per the accounting codes in the attachment to this ordinance.

SECTION 3. That the monies in the foregoing Sections shall be paid upon order of 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 4. 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 5. 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 6. 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 its passage and approval by the Mayor or ten days after passage if the Mayor neither approves nor vetoes the same.