



Legislation Text

File #: 2783-2022, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish purchase orders for labor, material, supplies, and equipment in conjunction with the purchase or rental of office furniture, system furniture, or other space planning and configuration needs on behalf of the Office of Real Estate Management for the various needs of Departments citywide. This ordinance authorizes the Finance and Management Director to establish purchase orders from Ohio Department of Administrative Services (DAS) contracts, after approval of the Purchasing Office, for various office furniture and space configuration needs citywide. Ordinance #582-87 authorizes City agencies to participate in DAS cooperative contracts. This ordinance also authorizes the establishment of purchase orders issued from Universal Term Contracts previously established by the City of Columbus, Purchasing Office. The purchase of various furniture needs which will be procured via the competitive bid process per Columbus City Code Chapter 329 or from the aforementioned use of Ohio Department of Administrative Services contracts.

Emergency Justification: Emergency action is requested to ensure that needed office space needs can be addressed and procured immediately.

Fiscal Impact: This legislation authorizes an expenditure of \$250,000.00 from the general fund for the acquisition of furniture for various Departments citywide. These funds are available within the 2022 general fund budget.

To authorize the Finance and Management Director, on behalf of the Office of Real Estate Management, to establish purchase orders for labor, material, supplies, and equipment in conjunction with the purchase or rental of office furniture, system furniture, or other space planning and configuration needs for City Departments; to authorize the transfer of \$250,000.00 within the General Fund; to authorize the expenditure of \$250,000.00 from the general fund; and to declare an emergency. (\$250,000.00)

WHEREAS, the Department of Finance and Management, on behalf of the Office of Real Estate Management has a need to acquire furniture for various Departments citywide; and

WHEREAS, Ordinance #582-87 authorizes city agencies to participate in State of Ohio Cooperative Contracts; and

WHEREAS, the State of Ohio Cooperative contracts are available for the City's use for the purchase of various furniture needs and this ordinance authorizes the use of such cooperative contracts if needed; and

WHEREAS, the City of Columbus, Purchasing Office has established Universal Term Contracts for the purchase of various furniture needs and this ordinance authorizes the use of those Universal Term Contracts if needed; and

WHEREAS, bids for furniture acquisition will be conducted by the Purchasing Office in accordance with the competitive bidding provisions of Columbus City Code Chapter 329, and

WHEREAS, funding for the acquisition of furniture is available within the General Fund; and

WHEREAS, an emergency exists in the usual daily operation of the Finance and Management Department in that it is immediately necessary to authorize the Director to establish purchase orders for labor, material, supplies, and equipment

in conjunction with the purchase or rental of office furniture, system furniture, or other space planning and configuration needs so that immediate office space needs can be addressed and procured immediately, thereby preserving the public peace, property, health, welfare, and safety; **NOW, THEREFORE**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Finance and Management Director is here by authorized to establish purchase orders for labor, material, supplies, and equipment in conjunction with the purchase or rental of office furniture, system furniture, or other space planning and configuration needs on behalf of the Office of Real Estate Management for the various needs of Departments citywide

SECTION 2. That the Finance and Management Director, on behalf of the Office of Real Estate Management, is hereby authorized to establish purchase orders pursuant to the terms and conditions of State of Ohio Cooperative Contracts pending approval by the Purchasing Office.

SECTION 3. That the Finance and Management Director, on behalf of the Office of Real Estate Management, is hereby authorized to establish purchase orders from bids conducted in accordance with the competitive bidding provisions of City of Columbus Code Chapter 329.

SECTION 4. That the Finance and Management Director, on behalf of the Office of Real Estate Management, is hereby authorized to establish purchase orders per the terms and conditions of established Universal Term Contracts for furniture.

SECTION 5. That the transfer of \$250,000.00, or so much thereof as may be needed pursuant to the action(s) authorized in SECTION 1, SECTION 2, and SECTION 3 above, is hereby authorized within the General Fund 1000, per the accounting codes in the attachment to this ordinance.

SECTION 6. That the expenditure of up to \$250,000.00, or so much thereof as may be needed pursuant to the action(s) authorized in SECTION 1, SECTION 2, and SECTION 3 above, is hereby authorized in the General Fund 1000, in Object Class 02-Materials/Supplies and Object Class 03-Services, per the accounting codes in the attachment to this ordinance.

SECTION 7. 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 8. 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 9. That this Council hereby recognizes that this ordinance does not identify specific contractors or vendors for the expenditure purposes authorized herein and hereby delegates sole and final contracting decisions relative to the determination of lowest, best, most responsive and most responsible vendor(s) to the Director of the Department of Finance and Management. All contracts will be entered into in compliance with the relevant provisions of the Columbus City Code, Chapter 329 or Ohio Department of Administrative Services (DAS) contracts.

SECTION 10. 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 (10) days after passage if the Mayor neither approves nor vetoes the same. .