

05/14/2025

**City Auditor's Office**  
City of Columbus  
90 West Broad Street, Room 109  
Columbus, OH 43215

Subject: Request for Consideration of Moral Obligation Payment to Vendor

To Whom It May Concern,

I am writing to formally request the Auditor's Office consider a payment to The Ohio State University on the basis of a moral obligation, stemming from services rendered at the direction of a City employee.

The Ohio State University performed services associated with Ord. 0500-2025, the GreenSpot Program Assessment project, which aims to improve the effectiveness of the City's support to the growing GreenSpot member population in Columbus, at the request of the Sustainability section prior to the execution of the contract, in good faith and with the understanding that they were acting under the authority of the City. While we recognize that this procurement did not comply with the required procedures outlined in the City of Columbus Code, specifically regarding contracting or purchasing authority, the work was completed, the services were necessary, and the City received the full benefit thereof.

Given these circumstances, and acknowledging the vendor's good faith reliance on the direction given by a City representative, we believe it is appropriate and ethically responsible to seek payment under a moral obligation. We respectfully request that your office review this matter and advise on the steps necessary to process payment outside the standard procurement pathway.

Supporting documentation, including a detailed scope of work, dates of service, and related correspondence, can be provided upon request. Please let us know if any further information is needed to assist in your evaluation.

Thank you for your time and consideration.

Sincerely,

The Department of Public Utilities