



## Legislation Details (With Text)

**File #:** 3338-2023      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 11/17/2023      **In control:** Finance & Governance Committee

**On agenda:** 1/8/2024      **Final action:** 1/10/2024

**Title:** To authorize the Director of Finance Management on behalf of Director of Public Service to enter into a services contract with King Business Interiors, Inc. for the reconfiguration and installation of additional office cubicles, desks and chairs; to waive the formal bidding requirements of Columbus City Code; to authorize the expenditure of up to \$56,662.96 from the Street Construction and Maintenance Fund and the Mobility Enterprise Fund to pay for this contract; and to declare an emergency. (\$56,662.96)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ord 3338-2023 bid waiver, 2. Ord 3338-2023 Financials, 3. STS Request Form\_01\_12\_22 STS714 Schedule 800883SSFApproval11\_20\_23

Date	Ver.	Action By	Action	Result
1/10/2024	1	CITY CLERK	Attest	
1/9/2024	1	ACTING MAYOR	Signed	
1/8/2024	1	COUNCIL PRESIDENT	Signed	
1/8/2024	1	Columbus City Council	Approved	Pass

### 1. BACKGROUND

This ordinance authorizes the Director of Finance Management on behalf of the Department of Public Service to enter into a service contract with King Business Interiors, Inc. in the amount of up to \$56,662.96 for reconfiguration and installation of additional office cubicles, desks and chairs.

The intent of this project is to provide adequate office space accommodations for an expanding work force for the Division of Parking Services, the Division of Traffic Management, the Division of Design and Construction, and the Director’s Office in the Department of Public Service. This project will require the reconfiguration and installation of additional cubicles, desks and chairs within the Coleman Government Center located at 111 N. Front St. In order to reuse existing material and build a cohesive office the Director of Finance Management on behalf of the Department of Public Service is requesting a bid waiver to award a service contract to the vendor that provided the original equipment and who is the only authorized seller of Haworth office systems in central Ohio. The Department is also requesting to utilize the State of Ohio state term schedule contract STS714 because this is the most cost effective option for furniture purchases.

Searches in the Excluded Party List System (Federal) and the Findings for Recovery list (State) produced no findings against King Business Interiors, Inc.

### 2. CONTRACT COMPLIANCE

King Business Interiors, Inc. contract compliance number is CC005688 and expires 11/07/2025. The WBE certification number is WBE005688 and expires 2/28/2024.

### 3. BID WAIVER

The Director of Finance Management on behalf of the Department of Public service is requesting a bid waiver for this

project to award a service contract with King Business Interiors, Inc. for the reconfiguration and installation of additional cubicles, desks and chairs. A bid waiver is necessary so that the department can use the original vendor in order to reuse existing material and build a cohesive office. King Business Interiors is the only authorized reseller of Haworth office system in central Ohio.

#### **4. FISCAL IMPACT**

Funding for this contract will be available within Fund 2265, the Street Construction and Maintenance Fund and Fund 6500, the Mobility Enterprise Fund, contingent upon passage of the 2024 operating budget.

#### **5. EMERGENCY DESIGNATION**

Emergency action is requested to expedite this contract to complete the project in a timely manner, to provide adequate office space accommodations.

To authorize the Director of Finance Management on behalf of Director of Public Service to enter into a services contract with King Business Interiors, Inc. for the reconfiguration and installation of additional office cubicles, desks and chairs; to waive the formal bidding requirements of Columbus City Code; to authorize the expenditure of up to \$56,662.96 from the Street Construction and Maintenance Fund and the Mobility Enterprise Fund to pay for this contract; and to declare an emergency. (\$56,662.96)

**WHEREAS**, there is a need to enter into a services contract for reconfiguration and installation of additional office cubicles, desks and chairs; and

**WHEREAS**, it is necessary to waive the competitive bidding requirements of Columbus City Code and enter into a contract with King Business Interiors, Inc. for the provision of the services described above--namely for the reconfiguration and installation of additional cubicles, desk and chairs within the Coleman Government Center in the amount of up to \$56,662.96 so that the department can use the original vendor in order to reuse existing materials and build a cohesive office; and

**WHEREAS**, it is necessary to utilize State of Ohio state term schedule contract STS714, which is the most cost effective option for purchasing furniture; and

**WHEREAS**, it is necessary to authorize an expenditure within the Street Construction Maintenance and Repair Fund and the Mobility Enterprise Fund for this purpose; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Service in that it is immediately necessary to authorize the Director of Finance Management on behalf of Director of Public Service to enter into contract with King Business Interiors, Inc. in order for reconfiguration and installation of additional office cubicles, desks and chairs as soon as possible, to provide adequate office space accommodations for current and incoming employees, all for the immediate preservation of the public health, peace, property, safety and welfare; and **now, therefore**

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

**SECTION 1.** That the Director of Finance Management on behalf of Director of Public Service be, and hereby is, authorized to enter into a service contract with King Business Interiors, Inc. located at 1400 Goodale Blvd. Ste 102, Columbus, OH 43212, for the reconfiguration and installation of additional office cubicles, desks and chairs in an amount up to \$56,662.96.

**SECTION 2.** That this Council finds it is in the best interest of the City of Columbus to waive the competitive bidding provisions of City Code Chapter 329 relating to formal competitive bidding requirements and hereby waives said section.

**SECTION 3.** That use of State of Ohio STS714 state term schedule contract is authorized in order to realize the most cost savings on furniture purchases.

**SECTION 4.** That the expenditure of \$28,331.48, or so much thereof as may be needed, is hereby authorized in Fund 2265 in Object Class 03 (Services) per the accounting codes in the attachment to this ordinance.

**SECTION 5.** That the expenditure of \$28,331.48, or so much thereof as may be needed, is hereby authorized in Fund 6500 (Mobility Enterprise Fund) in Object Class 03 (Services) per the accounting codes in the attachment to this ordinance.

**SECTION 6.** Funds are hereby deemed appropriated and expenditures and transfers authorized to carry out the purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

**SECTION 7.** 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 8.** That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

**SECTION 9.** 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.