



## Legislation Details (With Text)

**File #:** 0527-2009      **Version:** 1  
**Type:** Ordinance      **Status:** Passed  
**File created:** 3/27/2009      **In control:** Finance & Economic Development Committee  
**On agenda:** 5/4/2009      **Final action:** 5/6/2009  
**Title:** To authorize and direct the Finance & Management Director to enter into one (1) UTC contract for the option to purchase Janitorial Supplies with Key-4 Cleaning Supplies, to authorize the expenditure of one (1) dollar to establish the contract from the Mail, Print Services and UTC Fund, and to declare an emergency. (\$1.00).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
5/6/2009	1	MAYOR	Signed	
5/6/2009	1	CITY CLERK	Attest	
5/4/2009	1	Columbus City Council	Approved	Pass
5/4/2009	1	COUNCIL PRESIDENT	Signed	
4/16/2009	1	Auditor Reviewer	Reviewed and Approved	
4/16/2009	1	CITY AUDITOR	Reviewed and Approved	
4/16/2009	1	Finance Drafter	Sent for Approval	
4/16/2009	1	CITY ATTORNEY	Reviewed and Approved	
4/16/2009	1	Finance Drafter	Sent to Clerk's Office for Council	
4/15/2009	1	ODI DIRECTOR	Reviewed and Approved	
4/15/2009	1	Finance Drafter	Sent for Approval	
4/14/2009	1	EBOCO Reviewer	Sent for Approval	
4/13/2009	1	FINANCE DIRECTOR	Reviewed and Approved	
4/13/2009	1	Finance Drafter	Sent for Approval	
4/10/2009	1	Finance - Purchasing Drafter	Sent for Approval	
4/10/2009	1	Finance - Purchasing Reviewer	Reviewed and Approved	

**BACKGROUND:** For the option to purchase Janitorial Supplies to be used for cleaning City buildings. The term of the proposed option contract is two (2) years. Contract is through March 31, 2011. The contract may be extended for two (2) additional years subject to mutual agreement by both parties. The Purchasing Office opened formal bids on February 26, 2009.

The Purchasing Office advertised and solicited competitive bids in accordance with Section 329.06 Solicitation SA003174; 81 (MBE:3; FBE:2) bids were solicited; 15(MBE: 0; FBE: 1) bids were received.

In support of the Mayor's "Green Initiative" and to implement "green cleaning" in City buildings, bidders were encouraged to submit quotes on environmental preferable products. Bidders were required to provide supporting documentation proving products meet

standards for "green" certification, as they contain ingredients which are safer for the workplace. To create a safer and more cost effective program for the City, dilution controlled systems, training and technical assistance is available on the contract, at no cost to the City.

Environmental preferable products are being provided in Categories 1, 2, 5, & 11; Total products: 15

The Purchasing Office is recommending award of contracts to the lowest, responsive, responsible and best bidders as follows:

Key-4 Cleaning Supplies: CC# 311471176 (Expires: 9/29/2010)

Total Estimated Annual Expenditure: \$330,000.00

This company is not debarred according to the Federal Excluded Parties Listing or the State Auditor's Findings For Recovery Database.

In Category 1, HP Products was low bidder. However, they were deemed non-responsive to specifications, Section 3.1.6.1 for items 1, 7, and 8. Category awarded to Key-4 Cleaning Supplies.

In Category 2, Acuity Specialty dba ZEP was low bidder and Carmens Distribution Systems, Inc. was 2<sup>nd</sup> low bidder. However, both were deemed non-responsive to specifications, 3.0 Requirements for item# 1. Category awarded to Key-4 Cleaning Supplies.

Carmen's Distribution Systems, Inc. was low in Category 4-7. However, they were deemed non-responsive to specifications, Section 6.2.5.1. Categories awarded to Key-4 Cleaning Supplies.

In Category 8, Carmens Distribution Systems, Inc., low bidder was deemed non-responsive to specifications, Sec. 6.2.5.1; HP Products, 2<sup>nd</sup> low bidder was deemed non-responsive to Sec. 3.1.6.1 for items 4 and 5. No award made for this Category.

In Category 9 Carmens Distribution Systems, Inc., low bidder was deemed non-responsive to specifications, Sec. 6.2.5.1; Weisheimers Sales & Service 2<sup>nd</sup> low bidder was deemed non-responsive to Sec. 3.1.6.1 for items 1 and 3. No award made for this Category.

Category 10: MSC Industrial, low bidder, Rose Products 2<sup>nd</sup> low bidder, and Carmens Distributions 3<sup>rd</sup> low bidder were deemed non-responsive to Sec. 6.2.5.1. HP, 4th low bidder was deemed non-responsive to Sec. 3.1.6.1 for items 1, 2, 3, and 4. Category awarded to Key-4 Cleaning Supplies.

In Category 12, Carmens Distribution Systems, Inc., low bidder and HP Products, 2<sup>nd</sup> low bidder were deemed non-responsive to specifications, Sec. 6.2.5.1. No award made for this Category.

This ordinance is being submitted as an emergency because, without emergency action, no less than 37 days will be added to this procurement cycle and the efficient delivery of valuable public services will be slowed.

**FISCAL IMPACT:** Funding to establish this option contract is budgeted in the Mail, Print Services and UTC Fund. Agencies will be required to obtain approval to expend from their own appropriation.

To authorize and direct the Finance & Management Director to enter into one (1) UTC contract for the option to purchase Janitorial Supplies with Key-4 Cleaning Supplies, to authorize the expenditure of one (1) dollar to establish the contract from the Mail, Print Services and UTC Fund, and to declare an emergency. (\$1.00).

WHEREAS, the Purchasing Office advertised and solicited formal bids on February 26, 2009 and selected the lowest, responsive, responsible and best bids. Fifteen (15) bids were received;

WHEREAS, this ordinance addresses Purchasing objective 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, Janitorial Supplies are used in City buildings, as part of an effort to purchase environmentally preferable janitorial cleaning products, which represent a lesser impact to public health and the environment than competing products,

and

WHEREAS, an emergency exists in the usual daily operation of the Purchasing Office in that it is immediately necessary to enter into one (1) contract for an option to purchase Janitorial Supplies to ensure uninterrupted supply of materials, thereby preserving 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 be and is hereby authorized and directed to enter into the following contract for an option to purchase Janitorial Supplies through March 31, 2011 with the option to extend for two (2) additional years in accordance with Solicitation SA003174; Key-4 Cleaning Supplies, as follows:

Award Recommendation:

Key-4 Cleaning Supplies: Category 1-7, 10, and 11; Amount: \$1.00

No award made on Category 8, 9, and 12.

SECTION 2. That the expenditure of \$1.00 is hereby authorized from Mail, Print Services and UTC Fund, Organization Level 1: 45-01, Fund: 05-517, Object Level 3: 2212, OCA: 451130, to pay the cost thereof.

SECTION 3. That for the reason stated in the preamble here to, 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.