



## Legislation Details (With Text)

**File #:** 1493-2009      **Version:** 1

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

**File created:** 10/28/2009      **In control:** Administration Committee

**On agenda:** 11/23/2009      **Final action:** 11/25/2009

**Title:** To authorize and direct the Executive Director of the Civil Service Commission to enter into a contract with Scantron Corporation for the purchase and service of a Scantron iNSIGHT (IN4/2201) Optical Mark Recognition Scanner in accordance with the sole source procurement provisions of the Columbus City Codes, to authorize the transfer of \$5,119 within the General Fund, and to authorize the expenditure of \$7,894 from the General Fund (\$7,894).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. ORD1493-2009SoleSourceForm.pdf

Date	Ver.	Action By	Action	Result
11/25/2009	1	MAYOR	Signed	
11/25/2009	1	CITY CLERK	Attest	
11/23/2009	1	Columbus City Council	Approved	Pass
11/23/2009	1	COUNCIL PRESIDENT	Signed	
11/16/2009	1	Columbus City Council	Read for the First Time	
11/6/2009	1	Civ Serv Drafter	Sent to Clerk's Office for Council	
11/5/2009	1	Civ Serv Drafter	Sent for Approval	
11/5/2009	1	Auditor Reviewer	Reviewed and Approved	
11/5/2009	1	CITY AUDITOR	Reviewed and Approved	
11/5/2009	1	Civ Serv Drafter	Sent for Approval	
11/5/2009	1	CITY ATTORNEY	Reviewed and Approved	
11/4/2009	1	ODI DIRECTOR	Reviewed and Approved	
11/3/2009	1	Civ Serv Drafter	Sent for Approval	
11/3/2009	1	EBOCO Reviewer	Sent for Approval	
11/2/2009	1	FINANCE DIRECTOR	Reviewed and Approved	
10/29/2009	1	CIV SERV DIRECTOR	Reviewed and Approved	
10/29/2009	1	Civ Serv Drafter	Sent for Approval	
10/29/2009	1	Finance Reviewer	Reviewed and Approved	
10/29/2009	1	Finance Reviewer	Reviewed and Approved	
10/29/2009	1	Finance - Purchasing Reviewer	Reviewed and Approved	
10/28/2009	1	Civ Serv Drafter	Sent for Approval	

This ordinance is to authorize the Executive Director of the Civil Service Commission to enter into a contract with Scantron Corporation for the purchase and service of a Scantron iNSIGHT (IN4/2201) Optical Mark Recognition Scanner and software for use by the Commission's Public Safety Testing Unit in grading civil service exams.

This purchase will replace a previously purchased Scantron product that is ten years old, is broken, and can no longer be effectively maintained. The Commission needs to replace its existing Scantron product with a new Scantron product because it is the only scanning product on the market that can transfer score data directly into SIGMA, the Commission's database for applicant records. Direct scanning into SIGMA enables the Commission to utilize SIGMA verification reports for scanned information, which greatly enhances accuracy. Scantron Corporation is the sole manufacturer and distributor of Scantron products.

Contract Compliance Number: 952767912, expires 12/12/2010.

**FISCAL IMPACT:** Funding for this purchase was budgeted in the Civil Service Commission's 2009 General Fund Budget. The purchase will require a transfer of \$5,119 from Object Level 1, 02 to Object Level 1, 06.

To authorize and direct the Executive Director of the Civil Service Commission to enter into a contract with Scantron Corporation for the purchase and service of a Scantron iNSIGHT (IN4/2201) Optical Mark Recognition Scanner in accordance with the sole source procurement provisions of the Columbus City Codes, to authorize the transfer of \$5,119 within the General Fund, and to authorize the expenditure of \$7,894 from the General Fund (\$7,894).

**WHEREAS**, the Civil Service Commission Public Safety Testing Unit administers civil service examinations using scan-able answer sheets; and,

**WHEREAS**, the Civil Service Commission Public Safety Testing Unit is in need of an optical mark recognition scanner that can transfer score data directly into SIGMA, the Commission's applicant database; and,

**WHEREAS**, Scantron Corporation is the sole manufacturer and distributor of scanning products capable of transferring score data directly into SIGMA, the Commission's applicant database; Now, therefore,

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

**SECTION 1.** That the Executive Director of the Civil Service Commission is hereby authorized to enter into contract with Scantron Corporation for the purchase of the iNSIGHT (IN4/2201) Optical Mark Recognition Scanner and software.

**SECTION 2.** That the Auditor is authorized to transfer \$5,119 as follows:

FROM:  
DIV            FUND            OBJ LEV (1)    OBJ LEV (3)    OCA NO  
27-01           010            02            2290           270108

TO:  
DIV            FUND            OBJ LEV (1)    OBJ LEV (3)    OCA NO  
27-01           010            06            6651           270165

**SECTION 3.** That the expenditure of \$7,894, or so much thereof as may be needed, is hereby is authorized as follows:

Fund 010  
OCA 270165  
Object Level 1: 06  
Object Level 3: 6651  
Amount: \$5,119.00

Fund 010  
OCA 270165  
Object Level 1: 02  
Object Level 3: 2224  
Amount: \$872.00

Fund 010  
OCA 270165  
Object Level 1: 03  
Object Level 3: 3331  
Amount: \$595.00

Fund 010  
OCA 270165  
Object Level 1: 03  
Object Level 3: 3372  
Amount: \$1,308.00

TOTAL REQUEST: \$7,894.00

**SECTION 4.** That this purchase is in accordance with the provisions of the Columbus City Code, Section 329.07(e), "Sole Source Procurement."

**SECTION 5.** That this ordinance shall take effect and be in force from and after the earliest period allowed by law.