



Legislation Details (With Text)

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On agenda: 12/10/2007 **Final action:** 12/13/2007

Title: To authorize the Finance and Management Director to enter into contract with King Business Interiors, Inc. for the procurement, scheduling, delivery, and installation of furniture at the new Fleet Maintenance Facility at 4211 Groves Road; to authorize the expenditure of \$186,845.58 from the Fleet Management Services Fund, and to declare an emergency. (\$186,845.58)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
12/13/2007	1	ACTING CITY CLERK	Attest	
12/12/2007	1	MAYOR	Signed	
12/10/2007	1	Columbus City Council	Approved	Pass
12/10/2007	1	COUNCIL PRESIDENT	Signed	
11/27/2007	1	EBOCO Reviewer	Reviewed and Approved	
11/27/2007	1	ODI DIRECTOR	Reviewed and Approved	
11/27/2007	1	Service Reviewer	Reviewed and Approved	
11/27/2007	1	CITY ATTORNEY	Reviewed and Approved	
11/27/2007	1	Service Reviewer	Sent to Clerk's Office for Council	
11/26/2007	1	Auditor Reviewer	Contingent	
11/26/2007	1	CITY AUDITOR	Reviewed and Approved	
11/26/2007	1	Service Reviewer	Reviewed and Approved	
11/23/2007	1	Service Reviewer	Reviewed and Approved	
11/21/2007	1	Finance Reviewer	Reviewed and Approved	
11/21/2007	1	Finance Reviewer	Reviewed and Approved	
11/21/2007	1	Finance - Purchasing Reviewer	Reviewed and Approved	
11/21/2007	1	Finance Reviewer	Reviewed and Approved	
11/21/2007	1	FINANCE DIRECTOR	Reviewed and Approved	
11/20/2007	1	Service Reviewer	Reviewed and Approved	
11/16/2007	1	Finance Reviewer	Reviewed and Approved	
11/14/2007	1	Finance Drafter	Sent for Approval	

BACKGROUND: This legislation authorizes the Finance and Management Director to enter into contract on behalf of the Fleet

Management Division with King Business Interiors, Inc. in order to purchase furniture for use in the new Fleet Maintenance Facility offices located at 4211 Groves Road. Services required include procurement, scheduling, delivery, and installation of new furnishings that are to include modular work station systems and furniture for common areas. The following bids were received by the Purchasing office on October 11, 2007 for the procurement, scheduling, delivery and installation of furniture via SA002617 (*1FBE, 0 MBE).

<u>Vendor</u>	<u>Bid Amount</u>
Charles Ritter Company	\$164,223.30
Continental Office Environments	\$179,204.25
* King Business Interiors, Inc.	\$186,845.58

*FBE

After review of the bids received, the Fleet Management Division recommends acceptance of the bid submitted by King Business Interiors, Inc. for all items except item #2, the Service Write-up Area, which will not be awarded at this time. The total amount of award will be \$186,845.58 for the procurement, scheduling, delivery, and installation of furniture. Continental Office Environments and Charles Ritter Company numerically bid lower than King Business Interiors, Inc., however they did not submit complete pricing information or complete all areas of the bid documents making them non-responsive.

Emergency Action is requested to allow furniture delivery to occur at the new Fleet Maintenance Facility in late January, thereby ensuring that said delivery does not delay Fleet Management staff moving to the building.

CONTRACT COMPLIANCE: Contract Compliance for King Business Interiors, Inc.; 31-1624533, which expires 4/20/09.

FISCAL IMPACT: The Fleet Management Division budgeted \$200,000 in the 2007 Capital Improvements Budget (CIB) for the purchase of furniture. This ordinance authorizes an expenditure of \$186,845.58. The entire Fleet Management 2007 CIB budget is \$400,000.00.

To authorize the Finance and Management Director to enter into contract with King Business Interiors, Inc. for the procurement, scheduling, delivery, and installation of furniture at the new Fleet Maintenance Facility at 4211 Groves Road; to authorize the expenditure of \$186,845.58 from the Fleet Management Services Fund, and to declare an emergency. (\$186,845.58)

WHEREAS, the Fleet Management Division is building a new maintenance facility at 4211 Groves Road, and

WHEREAS, it is necessary to provide furnishings for employees and staff who are moving to this building, and

WHEREAS, funds for this purpose are budgeted in the 2007 Capital Improvements Budget, and

WHEREAS, a formal advertisement for bids was solicited via SA002617 and received on October 11, 2007, and

WHEREAS, the Fleet Management Division recommends acceptance of the best and most responsive bid submitted by King Business Interiors, Inc., and

WHEREAS, an emergency exists in the usual daily operation of the Finance and Management Department, Fleet Management Division, in that it is immediately necessary to authorize the Finance and Management Director to enter into a contract with King Business Interiors, Inc. for the procurement, scheduling, delivery, and installation of furniture at the new Fleet Maintenance Facility, thereby ensuring that the delivery of furniture does not delay the moving of Fleet Management staff to the building, now, therefore:

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

SECTION 1. That the Director of Finance and Management is hereby authorized to contract with King Business Interiors, Inc., for the procurement, scheduling, delivery, and installation of furniture at the new Fleet Maintenance Facility, 4211 Groves Road.

SECTION 2. That the expenditure of \$186,845.58, or so much thereof as may be necessary, is hereby authorized and approved as follows:

Division: 45-05
Fund: 513
Sub-Fund: 002
Project: 550001
OCA: 645455
Object Level 1: 06
Object Level 3: 6640
Amount: \$186,845.58

SECTION 3. That for 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 or vetoes the same.