



City of Columbus

Office of City Clerk
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Legislation Text

File #: 1599-2024, **Version:** 1

BACKGROUND: This ordinance authorizes the Board of Health to enter into a multi-year contract with Carahsoft Technology Corp. for Qualtrics software licenses and services for an amount not to exceed \$174,423.49, and to waive the bidding requirements of City Code 329. The contract period is from July 1, 2024 through June 30, 2027.

Columbus Public Health will use the Qualtrics software and licenses provided to design and improve experiences that build community engagement, trust and satisfaction through the use of community surveys, registration, quizzes, etc. This software is crucial to meeting all deliverables on the Public Health Infrastructure Grant program.

The contract compliance number for Carahsoft Technology Corp. is CC-009115

The Board of Health is requesting approval to waive the bidding requirements of City Code 329 and award this contract to Carahsoft Technology Corp. based on the unique services that they provide.

FISCAL IMPACT: The contract is entirely funded by Public Health Infrastructure Grant program and does not require a city match (\$174,423.49)

To authorize the Board of Health to enter into a contract with Carahsoft Technology Corp. for Qualtrics software licenses and services; to waive the bidding requirements of Columbus City Code; to authorize an expenditure from the Health Departments Grants Fund to pay the costs thereof; (\$174,423.49).

WHEREAS, The Board of Health has a need for Qualtrics software licenses and services and;

WHEREAS, Carahsoft Technology Corp. has the expertise required to carry out those services; and

WHEREAS, it is in the best interest of the Columbus Public Health Department to waive the competitive bidding requirements of the Columbus City Code; and

WHEREAS, it has become necessary in the usual daily operation to contract with Carahsoft Technology Corp. for Qualtrics software licenses and services. **NOW THEREFORE,**

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

SECTION 1. That the Board of Health is hereby authorized to enter into a contract with Carahsoft Technology Corp. for Qualtrics software licenses and services in an amount not to exceed \$174,423.49 for the period of July 1, 2024 through June 30, 2027.

SECTION 2. That to pay the costs of said contract, the expenditure of \$174,423.49 is hereby authorized from the Health Departments Grants Fund, Fund No. 2251, Department 50, Division 5001, per the accounting codes attached to this ordinance.

SECTION 3. That the bidding requirements as outlined in Chapter 329 of the Columbus City Code are hereby waived based on the unique services provided by the vendor and that the contract is in compliance with all other provisions of

Chapter 329 of the Columbus City Code.

SECTION 4. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

SECTION 5. 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 and to make any accounting changes necessary to ensure that this contract is properly accounted for and recorded accurately on the City's financial records.

SECTION 6. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.