



## Legislation Text

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**File #:** 1910-2021, **Version:** 1

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**BACKGROUND:** This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase professional laboratory services for Laboratory Water Sample Analysis with Analytical Services, Inc. The Division of Water is the primary user of these items. These professional laboratory services are used to test water and environmental samples for Giardia and Cryptosporidium and other microbial contaminants. The term of the proposed contract is approximately two (2) years, expiring August 31, 2023, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on July 1, 2021. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001670.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Section 329.06 relating to competitive bidding (Request for Quotation No. RFQ018974). Two (2) bids were received.

The Purchasing Office is recommending award to the overall lowest, responsive, responsible and best bidder as follows:

Analytical Services, Inc., CC# 000118 expires 7/6/2023, All Items; \$1.00

Total Estimated Annual Expenditure: \$50,000.00, with the Division of Water as the primary user.

**Emergency Designation:** The Finance and Management Department respectfully requests this legislation to be considered an emergency ordinance because these services are needed for maintaining quality assurance of the City's water.

This company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

**FISCAL IMPACT:** The expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001670. City Agencies will be required to obtain approval to expend from their own appropriations for their estimated annual expenditures.

To authorize the Finance and Management Director to enter into a Universal Term Contract to purchase professional services for Laboratory Water Sample Analysis with Analytical Services, Inc.; to authorize the expenditure of \$1.00 from the General Fund; and to declare an emergency. (\$1.00).

**WHEREAS,** the professional services for Laboratory Water Sample Analysis UTC will provide for the purchase of services needed for maintaining quality assurance of the City's water; and

**WHEREAS,** the Purchasing Office advertised and solicited formal bids on July 1, 2021 and selected the overall lowest, responsive, responsible and best bidder; and

**WHEREAS,** an emergency exists in the usual daily operation of the Department of Public Utilities in that it is immediately necessary to authorize the Finance and Management Director to enter into a Universal Term Contract for the option to purchase Professional services for Laboratory Water Sample Analysis to avoid an interruption in the supply, 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 is hereby authorized to enter into the following Universal Term Contract to purchase Professional services for Laboratory Water Sample Analysis in accordance with Request for Quotation RFQ018974 for a term of approximately two years, expiring August 31, 2023, with the option to renew for one (1) additional year, as follows:

Analytical Services, Inc., All Items, \$1.00

**SECTION 2.** That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001670 of this ordinance to pay the cost thereof.

**SECTION 3.** 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 4.** That for the reason 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.