



City of Columbus

Office of City Clerk
90 West Broad Street
Columbus OH 43215-9015
columbuscitycouncil.org

Legislation Text

File #: 1136-2020, **Version:** 1

Background: This legislation authorizes the Director of the Department of Finance and Management on behalf of the Franklin County Municipal Court, Clerk of Court ("Municipal Court Clerk") to establish a purchase order with TAB Products Company LLC for the purchase of case file folders in the amount of \$78,318.35.

The Municipal Court Clerk utilizes case file folders to store civil, criminal, traffic, and environmental court documents for Municipal Court Clerk's Office. The case file folders will be purchased through a State of Ohio, State Term Schedule (STS), schedule number 800809; effective dates 09/01/2019 to 08/31/2021.

Ordinance 0582-87 authorizes the City of Columbus to purchase from this contract. Due to the need to have an exact match to the file folders (color coding) used in the past years, it was deemed to be in the best interest of the Clerk's Office to purchase from the State of Ohio, State Term Schedule with TAB Products Company LLC.

Contract Compliance: 52-2390162

Expiration Date: 1/09/2022

DAX Vendor Number: 009129

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 finding for recovery certified search.

Contracts:

Ordinance: 1310-2009; \$94,303.63; FL004454
Ordinance: 0933-2010; \$101,414.83; FL004665
Ordinance: 1517-2011; \$76,215.65; FL005010
Ordinance: 1081-2012; \$84,928.60; FL005293
2013 Purchase Order: ED048428; \$810.60
Ordinance: 1431-2013; \$70,799.30; FL005652
Ordinance: 1297-2014; \$71,499.43; FL005934
Ordinance: 1676-2015; \$75,018.67; FL006297
Ordinance: 1545-2016; \$80,592.17; PO032569
Ordinance: 0739-2017; \$76,436.80; PO068202
2018 Purchase Order: PO109856; \$489.00
Ordinance: 0466-2018; PO124521; \$81,350.15
2019 Purchase Order: 160689; \$240.45
Ordinance: 1192-2019; PO180693; 81,458.75
Ordinance: 1136-2020; \$78,318.35

Fiscal Impact: Funds totaling \$78,318.35 are available within the Franklin County Municipal Court 2020 General Fund budget.

Emergency: To maintain uninterrupted storage of civil, criminal, traffic, and environmental court documents for the Municipal Court Clerk's Office.

To authorize the Director of the Department of Finance and Management, on behalf of the Municipal Court Clerk, to establish a purchase order with TAB Products Company LLC for the purchase of case file folders for the Municipal Court

Clerk's Office; to authorize the expenditure of \$78,318.35 from the Municipal Court Clerk General Fund; and to declare an emergency. (\$78,318.35)

WHEREAS, the Municipal Court Clerk has a need to purchase case file folders to store civil, criminal, traffic, and environmental court documents; and

WHEREAS, an emergency exists in the usual daily operation of the Municipal Court Clerk's Office in that it is immediately necessary to authorize the Director of the Department of Finance and Management to establish a purchase order with TAB Products Company LLC in order to maintain uninterrupted supply of case file folders, 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 Director of the Department of Finance and Management be and hereby is authorized to establish a purchase order with TAB Products Company LLC, on behalf of the Municipal Court Clerk, in the amount of \$78,318.35 for the purchase of case file folders.

SECTION 2. That the expenditure sum of \$22,536.05 or so much as may be needed, be and hereby is authorized within Department 26, the Municipal Court Clerk, Object Class 02 Materials and Supplies, Program MC001, per the accounting codes in the attachment to this ordinance.

SECTION 3. That the expenditure sum of \$55,782.30 or so much as may be needed, be and hereby is authorized within Department 26, the Municipal Court Clerk, Object Class 02 Materials and Supplies, Program MC002 per the accounting codes in the attachment to this ordinance.

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 for reasons stated in the preamble hereto, where is hereby made a part hereof, this ordinance is hereby declared an emergency measure, which shall take effect and be in force from and after its passage and approved by the Mayor, or ten days after passage