



Legislation Text

File #: 2331-2019, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Computer Parts and Accessories with CDW Government, LLC. The Department of Technology is the primary user for Computer Parts and Accessories. Computer Parts and Accessories are used to replace defective or broken computer accessories, and supply memory and data storage solutions. The term of the proposed option contract would be approximately two (2) years, expiring June 30, 2021, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on July 25, 2019. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001107.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Section 329 relating to competitive bidding (Request for Quotation No. RFQ012813). Three (3) bids were received.

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

CDW Government, LLC, CC# CC007352 expires January 31, 2020, Catalog Categories 1-10 and Items 1-24, \$1.00
Total Estimated Annual Expenditure: \$100,000, Department of Technology, the primary user

Emergency Designation: The Finance and Management Department respectfully requests this legislation be considered an emergency measure as a current contract for Computer Parts and Accessories is not available.

The 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 BRPO001107. 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 for the option to purchase Computer Parts and Accessories with CDW Government, LLC; to authorize the expenditure of \$1.00 from General Budget Reservation BRPO001107; and to declare an emergency. (\$1.00).

WHEREAS, the Computer Parts and Accessories UTC will provide for the purchase of keyboards, mice, data storage components, and computer cables used to replace broken or defective computer parts, and provide data storage options; and

WHEREAS, the Purchasing Office advertised and solicited formal bids on July 25, 2019 and selected the overall lowest, responsive, responsible and best bidder; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Technology in that it is necessary to authorize the Finance and Management Director to immediately enter into a Universal Term Contract for the option to purchase Computer Parts and Accessories, 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 for the option to purchase Computer Parts and Accessories in accordance with Request for Quotation RFQ012813 for a term of approximately two (2) years, expiring June 30, 2021, with the option to renew for one (1) additional year, as follows:

CDW Government, LLC, Catalog Categories 1-10 and Items 1-24, \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001107 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.