



## Legislation Text

File #: 0173-2017, Version: 1

### **BACKGROUND:**

This ordinance authorizes the Director of the Department of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Bill & Mike's Photo, Inc. in the amount of \$28,964.00 to purchase cameras and related equipment for CTV Media Services, who has a need to upgrade its digital cameras to ensure continued reliability for broadcasting services and high-quality studio style field interviews.

The Department of Technology procured these goods through the relevant sections of Chapter 329 of the Columbus City Codes, pursuant to solicitation RFQ003839. Five (5) responses to this solicitation were received by the city's Purchasing Office with the bids opened on Thursday, December 1, 2016. The two lowest bidders identified below did not bid on all the items as requested. Therefore, Bill & Mike's Photo, Inc., was deemed the lowest, responsive, and responsible bidder as their bid included a price quote for all the requested items for a total cost of \$28,964.00. The ordinance will authorize that Bill & Mike's Photo, Inc. be awarded the bid and provide the requested cameras and equipment as specified in the bid.

<u>Bidders:</u>	<u>Amount</u>
1. Camcor, Inc.	\$20,269.77 (did not bid on all items)
2. CDW Government, Inc.	\$21,335.31 (did not bid on all items)
3. Bill & Mike's Photo	\$28,964.00
4. Adorama Camera	\$29,834.74
5. Bhayana Brothers, LLC	\$31,586.35

This ordinance also authorizes the 2016 Capital Improvement Budget (CIB) to be amended and the transfer of appropriation and cash between projects within the Information Services Bond Fund, to accommodate the expenditure authorized by this ordinance as well as other ordinance expenditures forthcoming.

### **EMERGENCY ACTION:**

Emergency action is requested to ensure that the necessary purchase order for the equipment is established in a timely manner and that these amendments to the CIB are processed prior to the upcoming 2017 CIB.

### **FISCAL IMPACT:**

Approval of this ordinance will allow for total funding in the amount of \$28,964.00 with funds for this expense coming from the Department of Technology, Information Services Division, Capital Improvement Bond Fund by transferring \$50,000.00 in appropriation and cash from the Media Services-NLE Editor, Project #:P 470054-100010 (carryover & 2016 funds), with \$3,964.00 going to the Media Services-Field Camera System Project#: P470054-100007 (carryover), and the remaining balance of \$46,036.00 to the GTC-3 Control Room Project #:P470054-100001(Carryover-\$21,036.00/2016 -\$25,000.00) . Sufficient funding in the amount of \$28,964.00 has been identified for this expense coming from the Department of Technology, Information Services Division, Capital Improvement Bond Fund.

### **CONTRACT COMPLIANCE:**

Vendor: Bill & Mike's Photo, Inc. Contract Compliance#: 31-1283123 Expiration Date: 03/20/2017  
DAX Vendor Acct#: 004965

To amend the 2016 Capital Improvement Budget; to authorize the transfer of appropriation and cash between projects; to authorize the Director of Finance and Management, on behalf of the Department of Technology (DoT), to establish a purchase order/contract with Bill & Mike’s Photo, Inc. for the purchase of cameras and related equipment for CTV Media Services; to authorize the expenditure of \$28,964.00 from the Department of Technology, Information Services Division, Information Services Bond Fund, and to declare an emergency. (\$28,964.00)

**WHEREAS**, the Department of Technology solicited formal competitive bids via RFQ003839, with bids opened Thursday, December 1, 2016 for the purchase of cameras and related equipment for CTV Media Services who has a need to upgrade the camera equipment to ensure its continued reliability and that of the city’s critical broadcasting services; and

**WHEREAS**, this legislation authorizes the Director of Finance and Management on behalf of the Department of Technology to establish a purchase order/contract with Bill & Mike’s Photo, Inc. who was deemed the lowest, most responsive, and responsible bidder, in the amount of \$28,964.00 for the equipment purchases in support of CTV Media Services camera upgrades; and

**WHEREAS**, it is necessary to amend the 2016 Capital Improvement Budget and to authorize the transfer of appropriation and cash between projects within the Department of Technology, Information Services Bond Fund; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department in that it is immediately necessary for the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order/contract with Bill & Mike’s Photo, Inc. for camera equipment in support of the CTV Media Services camera upgrade, thereby preserving the public health, peace, 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, on behalf of the Department of Technology, be and is hereby authorized and directed to establish a purchase order/ contract with Bill & Mike’s Photo, Inc. in the amount of \$28,964.00 for camera equipment in support of the CTV Media Services camera upgrade.

**SECTION 2:** That the 2016 Capital Improvement Budget is hereby amended as follows to account for appropriations and transfer of funds between projects:

**Department of Technology, Information Services Dept./Div. 47-02: Fund#:5105|**

**Information Services Bonds Fund/ (Carryover and 2016 Bond funds):**

<u>Project Name/Number/Subfund</u>	<u>Current CIB</u> <u>Amount</u>	<u>Revised</u> <u>Amount</u>	<u>Change</u> <u>Amount</u>
<u>47-02 Media Services-NLE Editor:</u>			
P470054-100010 /carryover /	\$ 25,000	\$ -0-	(\$25,000)
P470054-100010/ 2016 funds/	\$ 25,000	\$ -0-	(\$25,000)
<u>47-02 Media Services- Field Camera System:</u>			
P470054-100007 /carryover /	\$ 25,000	\$ 28,964	\$ 3,964
<u>47-02 GTC- 3 Control Room:</u>			
P470054-100001/carryover/	\$ 450	\$ 21,486	\$21,036
P470054-100001/2016 funds/	\$ -0-	\$ 25,000	\$25,000

Health's Vital Stats Project:

P470059-100000/Carryover/                   \$ -0-                   \$ 15,357                   \$ 15,357

Enterprise System Upgrade -GIS:

P470047-100005/Carryover/                   \$ 82                   \$ 828                   \$ 746

Health's Vital Stats Project:

P470059-100000/Carryover/                   \$ 15,357                   \$ -0-                   (\$ 15,357)

Enterprise System Upgrade -GIS:

P470047-100005/Carryover/                   \$ 828                   \$ 16,185                   \$ 15,357

Enterprise Business Intelligence:

P470047-100004/Carryover/                   \$251,905                   \$ -0-                   (\$251,905)

Enterprise System Upgrade -GIS:

P470047-100005/Carryover/                   \$ 16,185                   \$ 68,090                   \$ 51,905

Enterprise System Upgrade:

P470047-100000/Carryover/                   \$ -0-                   \$ 70,450                   \$ 70,450

Enterprise System Upgrade:

P470047-100000/Carryover/                   \$ 70,450                   \$270,450                   \$ 200,000

47-02 City Hall Data Ctr Facility:

P470031-100002/ 2016 funds/                   \$ 10,707                   \$ -0-                   (\$10,707)

47-02 HVAC Upgrade:

P470036-100000/Carryover/                   \$ 26,000                   \$ -0-                   (\$26,000)

47-02 Disaster Recovery Project:

P470037-100000/Carryover/                   \$100,000                   \$ -0-                   (\$100,000)

P470037-100000/2016 funds/                   \$300,000                   \$ -0-                   (\$300,000)

Enterprise System Upgrade:

P470047-100000/Carryover/                   \$270,450                   \$396,450                   \$126,000

P470047-100000/2016 funds/                   \$ 25,965                   \$336,672                   \$310,707

E-Gov Initiatives-SharePoint:

P470050-100006/2016 funds/                   \$100,000                   \$ -0-                   (\$100,000)

Enterprise Systems Upgrades - Applications:

P470047-100011/2016 funds                   \$150,000                   \$250,000                   \$100,000

47-02 Human Resources Information:

P470049-100000/Carryover/                   \$ 5,440                   \$169,648                   \$164,208

47-02 Human Resources Information:

P470049-100000/Carryover/                   \$169,648                   \$ -0-                   (\$169,648)

Enterprise System Upgrade:

P470047-100000/Carryover/                   \$396,450                   \$566,098                   \$169,648

Enterprise Upgrade Police Infrass. Project:  
P470047-100008/Carryover/SIT           \$ -0-                           \$ 34,197                   \$ 34,197

**DoT, Information Services Dept./Div. 47-02: Fund#:5115**

47-02 Human Resources Information:  
P470049-100000/Carryover/           \$ -0-                           \$ 2,245                   \$ 2,245

47-02 Connectivity Project Fiber/Wireless:  
P470046-100000/Carryover/           \$ -0-                           \$ 44,966                   \$ 44,966

47-02 Human Resources Information:  
P470049-100000/Carryover/           \$ 2,245                       \$ -0-                       (\$ 2,245)

47-02 Connectivity Project Fiber/Wireless:  
P470046-100000/Carryover/           \$ 44,966           \$ 47,211                   \$ 2,245

47-02 Connectivity Project Fiber/Wireless:  
P470046-100000/Carryover/           \$ 47,211           \$ 12,218                   (\$ 34,993)

47-02 CTSS Fiber Purchase B,C,D Project:  
P470046-100001/Carryover/           \$ -0-                           \$ 34,993                   \$ 34,993

47-02 Connectivity Project Fiber/Wireless:  
P470046-100000/2016 Funds/           \$ 99,161                       \$ -0-                       (\$ 99,161)

47-02 CTSS Fiber Purchase B,C,D Project:  
P470046-100001/2016 funds/           \$800,000                   \$899,161                   \$ 99,161

**SECTION 3:** That the City Auditor is hereby authorized and directed to transfer funds and appropriations within the Information Services Bonds Fund as follows:

**Transfer From:**

**Dept./Div. 47-02| Fund: 5105| Subfund: N/A | Project Number: P470054-100010 (Carryover)| Project Name: Media Services NLE Editor | Program Code: CW001|Object Class: 99| Main Account: 50000| Amount: \$25,000.00**

**Dept./Div. 47-02| Fund: 5105| Subfund: N/A | Project Number: P470054-100010 (2016 Bond funds)| Project Name: Media Services NLE Editor | Program Code: CW001|Object Class: 99| Main Account: 50000| Amount: \$25,000.00**

**Transfer To:**

**Dept./Div. 47-02| Fund: 5105| Subfund: N/A | Project Number: P470054-100007 (Carryover)| Project Name: Media Services - Field Camera System | Program Code: CW001|Object Class: 99| Main Account: 50000| Amount: \$ 3,964.00**

**Dept./Div. 47-02| Fund: 5105| Subfund: N/A | Project Number: P470054-100001 (Carryover)| Project Name: GTC-3 Control Room | Program Code: CW001|Object Class: 99| Main Account: 50000| Amount: \$21,036.00**

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470054-100001 (2016 Bond funds)| **Project Name:** GTC-3 Control Room | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$25,000.00

**Transfer From:**

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470059-100010 (Carryover)| **Project Name:** Health's Vital Stats Project | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$15,357.28

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470047-100004 (Carryover)| **Project Name:** Enterprise Business Intelligence | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$251,905.00

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470031-100002 (2016 funds)| **Project Name:** City Hall Data Ctr. Facility | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$10,706.00

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470036-100000 (Carryover)| **Project Name:** HVAC Upgrade | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$26,000.00

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470037-100000 (Carryover)| **Project Name:** Disaster Recovery Project | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$100,000.00

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470037-100000 (2016 funds)| **Project Name:** Disaster Recovery Project | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$300,000.00

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470050-100006 (2016 funds)| **Project Name:** E-Gov Initiatives-SharePoint | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$100,000.00

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470049-100000 (Carryover)| **Project Name:** Human Resources Information | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$169,647.96

**Dept./Div.** 47-02| **Fund:** 5115| **Subfund:** N/A | **Project Number:** P470049-100000 (Carryover)| **Project Name:** Human Resources Information | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$2,244.88

**Dept./Div.** 47-02| **Fund:** 5115| **Subfund:** N/A | **Project Number:** P470046-100000 (Carryover)| **Project Name:** Connectivity Project Fiber/Wireless| **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$34,992.55

**Dept./Div.** 47-02| **Fund:** 5115| **Subfund:** N/A | **Project Number:** P470046-100000 (2016 funds)| **Project Name:** Connectivity Project Fiber/Wireless| **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$99,160.62

**Transfer To:**

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470047-100005 (Carryover)| **Project Name:** Enterprise System Upgrades-GIS | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$67,262.28

**Dept./Div.** 47-02| **Fund:** 5105| **Subfund:** N/A | **Project Number:** P470047-100000 (Carryover)| **Project Name:** Enterprise System Upgrades | **Program Code:** CW001|**Object Class:** 99| **Main Account:** 50000| **Amount:** \$495,647.96

**Dept./Div. 47-02 | Fund: 5105 | Subfund: N/A | Project Number: P470047-100000 (2016 funds) | Project Name: Enterprise System Upgrades | Program Code: CW001 | Object Class: 99 | Main Account: 50000 | Amount: \$310,706.00**

**Dept./Div. 47-02 | Fund: 5105 | Subfund: N/A | Project Number: P470047-100011 (2016 funds) | Project Name: Enterprise System Upgrade-Applications | Program Code: CW001 | Object Class: 99 | Main Account: 50000 | Amount: \$100,000.00**

**Dept./Div. 47-02 | Fund: 5115 | Subfund: N/A | Project Number: P470046-100000 (Carryover) | Project Name: Connectivity Project Fiber/Wireless | Program Code: CW001 | Object Class: 99 | Main Account: 50000 | Amount: \$2,244.88**

**Dept./Div. 47-02 | Fund: 5115 | Subfund: N/A | Project Number: P470046-100001 (Carryover) | Project Name: CTSS Fiber Purchase B,C,D | Program Code: CW001 | Object Class: 99 | Main Account: 50000 | Amount: \$34,992.55**

**Dept./Div. 47-02 | Fund: 5115 | Subfund: N/A | Project Number: P470046-100001 (2016 funds) | Project Name: CTSS Fiber Purchase B,C,D | Program Code: CW001 | Object Class: 99 | Main Account: 50000 | Amount: \$99,160.62**

**SECTION 4:** That the expenditure of \$28,964.00 or so much thereof as may be necessary is hereby authorized to be expended from: **(See attachment 0173-2017 EXP)**

**Dept./Div.: 47-02 | Fund: 5105 | Subfund: N/A | Procurement Category: Printing and Photographic and Audio and Visual Equipment and Supplies | Project Name: Media Services- Field Camera System | Project Number: P470054-100007(Carryover) | Object Class: 06 | Main Account: 66530 | Program Code: CW001 | Section 3: 470204 | Section 4: IT11 | Section 5: N/A | Amount: \$28,964.00**

**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.

**SECTION 6:** 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 7:** That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

**SECTION 8:** That for the 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 nor vetoes the same.