



City of Columbus

Office of City Clerk
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Legislation Text

File #: 1260-2021, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish two (2) Universal Term Contracts (UTC) for the option to purchase HVAC Parts and Filters with Allied Supply Company Inc. and Columbus Climate Controls Company. These contracts will be used city wide to provide HVAC parts and filters used for repair and maintenance throughout the City. The term of the proposed option contracts would be approximately three (3) years, expiring March 31, 2024 with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on April 1, 2021. In addition, the expenditure of \$2.00 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 relating to competitive bidding (Request for Quotation No. RFQ017991). Six (6) bids were received.

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

Allied Supply Company Inc. CC #004136, expires 09/22/2022, All Items, \$1.00

Columbus Climate Controls Company., CC #001224, expires 03/12/2022, All Items, \$1.00

Total Estimated Annual Expenditure: \$300,000, all agencies.

Emergency Designation: The Finance and Management Department respectfully requests this legislation be considered an emergency ordinance to provide an uninterrupted supply of HVAC parts and filters.

These companies are 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 \$2.00 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 two contracts for the option to purchase HVAC Parts and Filters with Allied Supply Company Inc., and Columbus Climate Controls Company; to authorize the expenditure of \$2.00 from General Budget Reservation BRPO001670; and to declare an emergency. (\$2.00).

WHEREAS, the HVAC Parts and Filters UTC will provide for the purchase of HVAC parts to maintain City facilities; and,

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

WHEREAS, an emergency exists in the usual daily operation of City facilities in that it is necessary to authorize the

Finance and Management Director to immediately enter into two Universal Term Contracts for the option to purchase HVAC Parts and Filters, 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 contracts for the option to purchase of HVAC parts and filters in accordance with Request for Quotation RFQ017991 for a term of approximately three (3) years, expiring March 31, 2024, with the option to renew for one (1) additional year, as follows:

Allied Supply Company Inc., All Items, \$1.00
Columbus Climate Controls Company, All Items, \$1.00

SECTION 2. That the expenditure of \$2.00 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.