



# City of Columbus

Office of City Clerk  
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Columbus OH 43215-9015  
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## Legislation Text

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**File #:** 1148-2013, **Version:** 1

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**BACKGROUND:** The purpose of this legislation is to authorize the Director of Finance and Management to establish a purchase order for the installation and purchase of modular furniture for Columbus Public Health utilizing funds from the Health General Obligation (G.O.) Bonds Fund and the Health Department Grants Fund.

In 2001, Continental Office Furniture was awarded a contract to provide modular furniture for the Health Department's newly renovated facility at 240 Parsons Avenue. Columbus Public Health is undergoing an internal realignment of programs and a need for additional modular furniture in the amount of \$30,621.63 has been identified. Obtaining Herman Miller brand furniture will ensure the compatibility of the new items with the existing modular furniture and ensure that the warranty of the original furniture is maintained. Continental Office Furniture is the sole exclusive provider of Herman Miller for the Columbus and Franklin County markets.

The contract compliance number for Continental Office Furniture is 31-4413238, which expires 05/09/2014.

This ordinance is requested as an emergency to allow for the timely procurement of needed services, thereby allowing the project to proceed without delay.

**FISCAL IMPACT:** Monies for this capital improvement project expenditure are available within the Health G.O. Bonds Fund and the Health Department Grants Fund. The 2013 Public Health Emergency Preparedness Grant, Grant No. 501232, will provide \$5,744.08 for this purchase. It is necessary to transfer appropriation authority from Object Level One - 03, Services, to Object Level One - 06, Capital Outlay, to provide for this expenditure.

To authorize the Director of Finance and Management to enter into contract with Continental Office Furniture, Inc. for the purchase and installation of modular office furniture, in accordance with sole source provisions of the City Code; to authorize the transfer of \$5,744.08 of appropriation authority within the Health Department Grants Fund; to authorize the expenditure of \$24,877.55 from the Health General Obligation Bonds Fund and \$5,744.08 from the Health Department Grants Fund for a total not to exceed \$30,621.63; and to declare an emergency. (\$30,621.63)

**WHEREAS,** Columbus Public Health has a need for modular office furniture for its facility located at 240 Parsons Avenue; and,

**WHEREAS,** Continental Office Furniture was determined to be the sole provider of Herman Miller furniture in Columbus and Franklin County; and,

**WHEREAS,** this ordinance is being submitted as an emergency measure because the timely procurement of needed services will allow the project to proceed without delay and allow for the purchase within the grant deliverable period of June 30, 2013; and,

**WHEREAS,** an emergency exists in the usual daily operation of the Columbus Health Department in that it is immediately necessary to enter into contract with Continental Office Furniture for the immediate preservation of 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 Finance and Management is hereby authorized to enter into contract for \$30,621.63 with Continental Office Furniture for modular office furniture for the Health Department's facility at 240 Parsons Avenue.

**SECTION 2.** That the City Auditor is hereby authorized and directed to transfer \$5,744.08 of appropriation authority within the Health Department Grants Fund, Fund No. 251, Grant No. 501232, OCA 501232, from Object Level One 03, Object Level 3300 to Object Level One 06, Object Level Three 6640.

**SECTION 3.** That, to pay the costs of said contract, the expenditure of funds, not to exceed, \$30,621.63 is hereby authorized, as follows:

Health G.O. Bonds Fund

Fund No. 706, Project Detail No. 570053-100000, Department of Health, Division No. 50, Object Level One 06, Object Level Three 6640, OCA No. 501713, \$24,877.55.

Health Department Grants Fund - the 2013 Public Health Emergency Preparedness Grant

Fund No. 251, Grant No. 501232, Department of Health, Division No. 50, Object Level One 06, Object Level Three 6640, OCA No. 501232, \$5,744.08.

**SECTION 4.** That this purchase is in accordance with the provisions of the Columbus City Code, Section 329.07(e), "Sole Source Procurement."

**SECTION 5.** 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 6.** 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 7.** That the City Auditor is hereby authorized to transfer the unencumbered balance in the 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.