



City of Columbus

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

Legislation Text

File #: 1081-2012, **Version:** 1

Background: This ordinance 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 and unit buckets.

The Municipal Court Clerk utilizes case file folders and unit buckets to store civil, criminal, traffic, and environmental court documents for Municipal Court Clerk's Office.

The case file folders and buckets will be purchased through a State of Ohio, State Term Schedule (STS), schedule number 800023; expiration date: 8/31/2013. 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: 04/17/2014

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: 1081-2012 - \$84,928.60

Ordinance: 1517-2011 - \$76,215.65; FL005010

Ordinance: 0933-2010 - \$101,414.83; FL004665

Ordinance: 1310-2009 - \$94,303.63; FL004454

Fiscal Impact: Due to an unexpected increase in Criminal/Traffic cases, it is necessary to transfer funds within Municipal Court Clerk General Fund budget to provide sufficient funding for the purchase of additional file folders for Municipal Court Clerk's Office. Funds totaling \$10,000.00 are available to transfer within the Municipal Court Clerk's General Fund budget. Funds totaling \$74,928.60 are available within the Franklin County Municipal Court 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 City Auditor to transfer \$10,000.00 within the Municipal Court Clerk General Fund; 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 and unit buckets for the Municipal Court Clerk's Office; to authorize the expenditure of \$84,928.60 from the Municipal Court Clerk General Fund; and to declare an emergency. (\$84,928.60)

WHEREAS, due to an unexpected increase in Criminal/Traffic cases, it is necessary to transfer funds within Municipal Court Clerk General Fund budget to provide sufficient funding for the purchase of file folders for Municipal Court Clerk's Office; and

WHEREAS, the Municipal Court Clerk has a need to purchase case file folders and unit buckets to store civil, criminal,

traffic, and environmental court documents; and

WHEREAS, an emergency exists in the daily operation of the Municipal Court Clerk's Office in that it is immediately necessary for 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, in order to maintain uninterrupted supply of case file folders and storage services, 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 City Auditor be and is hereby authorized and directed to transfer \$10,000.00 within the Municipal Court Clerk General Fund budget as follows:

Transfer From:

Fund 010 | Department 26-01 | OCA 260158 | Object Level 1 - 03 | Object Level 3 - 3352

Transfer To:

Fund 010 | Department 26-01 | OCA 260158 | Object Level 1 - 02 | Object Level 3 - 2211

Section 2. 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 \$84,928.60 for the purchase of case file folders and unit buckets.

Section 3. That the expenditure sum of \$70,278.00 or so much as may be needed, be and hereby is authorized within the Municipal Court Clerk, department number 2601, general fund, fund number 010, oca 260158, object level 1 - 02, object level 3 - 2211.

Section 4. That the expenditure sum of \$14,650.60 or so much as may be needed, be and hereby is authorized within the Municipal Court Clerk, department number 2601, general fund, fund number 010, oca 260141, object level 1 - 02, object level 3 - 2211.

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 if the Mayor neither approves nor vetoes the same.