



# City of Columbus

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

## Legislation Text

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**File #:** 0555-2009, **Version:** 1

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**BACKGROUND:** For the option to establish a Universal Term Contract (UTC) to purchase photo ID supplies for Recreation and Parks Department facilities, as well as various other City agencies. The term of the proposed option contract is two (2) years, and would be in effect from the date of execution by the City to and including March 31, 2011, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on February 19, 2009.

The Purchasing Office advertised and solicited competitive bids in accordance with Section 329.06, Solicitation SA003120. Thirty-seven (37) bids were solicited (MBR-3, M1A). Nine (9) bids were received, and one (1) of these nine (9) bids was from a MBR.

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

OM Office Supply, CC#251794667 (Expires 11/06/2010); MBR  
Lamination Services, CC#621058511 (Expires 04/08/2011); MAJ  
IdentiSys, CC#411938567 (Expires 04/07/2011); MAJ  
Diebold, CC#340183970 (Expires 03/06/2011); MAJ

These companies are not debarred according to the Federal Excluded Parties Listing or the State Auditor's Findings for Recovery Database.

This ordinance is being submitted as an emergency because, without emergency action, no less than 37 days will be added to this procurement cycle and the efficient delivery of valuable public services will be slowed.

**FISCAL IMPACT:** Funding to establish this option contract is budgeted in the Mail, Print Services & UTC Account. The Division of Recreation and Parks will be required to obtain approval to expend from their own appropriations for their estimated annual expenditures.

To authorize and direct Finance & Management Director to enter into various contracts to purchase photo ID supplies with OM Office Supply Inc., Lamination Services Inc., IdentiSys Inc., and Diebold Inc., to authorize the expenditure of four (4) dollars to establish these contracts from the Purchasing Mail, Print Services & UTC Account; and to declare an emergency. (\$4.00).

WHEREAS, The Purchasing Office advertised and solicited formal bids on February 19, 2009, and selected the lowest, responsive, responsible and best bidders; and

WHEREAS, this ordinance addresses Purchasing objectives of: 1) maximizing the use of City resources by obtaining optimal products/services at low prices; 2) encouraging economic development by imposing access to City bid opportunities, and 3) providing effective option contracts for City agencies to efficiently maintain their supply chain and service to the public; and

WHEREAS, in order to ensure photo ID supplies are supplied without interruption, as they are used to create photo identifications, this is being submitted for consideration as an emergency measure; and

WHEREAS, as emergency exists in the usual daily operation of the Division of Parks and Recreation, as well as various other City agencies, in that it is immediately necessary to enter into a contract for the option to purchase photo ID supplies, 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 & Management Director be and is hereby authorized and directed to enter into the following contract (s) for an option to purchase photo ID supplies. The contract(s) are for a term of two (2) years, ending March 31, 2011, with the option to renew for one (1) additional year in accordance with Solicitation SA003120 as follows:

IdentiSys, Item 1: \$1.00;  
Diebold, Item 2: \$1.00;  
OM Office Supply, Item 3: \$1.00;  
Lamination Services, Items 4, 5 & 6: \$1.00

SECTION 2. That the expenditure of \$4.00 is hereby authorized from Mail, Print Services & UTC Account, Organizational Level 1: 45-01, Fund 05-517, Object Level 3: 2270, OCA: 451130, to pay the cost thereof.

SECTION 3 . That the reason stated in the preamble here to, 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 not vetoes the same.