



City of Columbus

Office of City Clerk
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Legislation Text

File #: 0425-2016, **Version:** 1

BACKGROUND: This legislation is for the option to establish two (2) UTC contracts for Various Trees for the Department of Recreation and Parks, the primary user. This contract will provide for the purchase of trees used for the park tree planting program throughout the City of Columbus service area. The term of the proposed option contracts would be approximately two (2) years, expiring March 30, 2018, with the option to extend for one (1) additional year. The Purchasing Office opened formal bids on January 14, 2016.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Chapter 329 relating to competitive bidding (Solicitation No. SA006153). Forty-five (45) bids were solicited: (MAJ-43, M1A-2). Two (2) bids were received. Bidders were instructed to bid a discount from published catalogs that contained the list of bare-root or containerized trees needed. The solicitation stated it was the City's intention to make multiple awards to maximize the selection and available discounts. The City of Columbus has implemented a new e-catalog system. This system allows city agencies to search for items needed and compare pricing to get best value. A waiver of regulations is being submitted to award to multiple suppliers as the Code does not envision multiple awards for the same items.

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

Schichtel's Nursery, Inc., MAJ, CC# 16-1313418 expires 12/3/2016, All Items, \$1.00

Acorn Farms, Inc., MAJ, CC# 31-0986421 expires 12/7/2017, All Items, \$1.00

Total Estimated Annual Expenditure: \$30,000 Department of Recreation and Parks, the primary user.

The 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. 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 these option contracts is from the General Fund. 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 (2) contracts for the option to purchase Various Trees with Schichtel's Nursery, Inc. and Acorn Farms, Inc.; to waive the competitive bidding requirements of Chapter 329 of the Columbus City Code; to authorize the expenditure of \$2.00 to establish the contracts from the General Fund, and to declare an emergency. (\$2.00).

WHEREAS, the Purchasing Office advertised and solicited formal bids on January 14, 2016 and selected the overall lowest, responsive, responsible and best bidders; and

WHEREAS, this ordinance requests a waiver of the relevant provisions of Chapter 329 of the Columbus City Code to enable multiple awards; and,

WHEREAS, this ordinance addresses Purchasing objective of 1) maximizing the use of City resources by obtaining optimal products/services at low prices and 2) encouraging economic development by improving 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 maintain a supply of Various Trees (Shade and/or Ornamental) needed to support the park tree planting program throughout the City of Columbus service area, this is being submitted for consideration as an emergency measure; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management, Purchasing Office, in that it is immediately necessary to authorize the Director to enter into contracts for the option to purchase Various Trees, 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 be and is hereby authorized to enter into the following contracts for the option to purchase Various Trees in accordance with Solicitation No. SA006153 for a term of approximately two years, expiring March 30, 2018, with the option to extend for one (1) additional year, as follows:

Schichtels Nursery, Inc., All Items, \$1.00

Acorn Farms, Inc, All Items, \$1.00

SECTION 2. That it is in the City's best interest to waive the competitive bidding requirements of Chapter 329 of the Columbus City Code.

SECTION 3. That the expenditure of \$2.00 is hereby authorized in Fund 1000 General Fund in Object Class 02 Materials and Supplies per the account codes in the attachment of this ordinance to pay the cost thereof.

SECTION 4. 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 5. 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.