



# City of Columbus

Office of City Clerk  
90 West Broad Street  
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columbuscitycouncil.org

## Legislation Text

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**File #:** 3239-2022, **Version:** 1

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This legislation authorizes the City Attorney to modify (Modification No. 1) an existing contract with Access Information Management Corporation fka Retrievox, Inc. (herein referred to as "Access"), for continued record storage, retrieval, destruction, and related supplies and services; and to declare an emergency.

**FISCAL IMPACT:** The amount of the contract modification is \$12,000.00, and the total amount of this contract, as modified, is \$32,000.00. This contract modification is funded by the City Attorney's Office.

Original contract amount \$20,000.00 PO329268  
Modification No. 1 amount \$12,000.00  
Total contract amount \$32,000.00

**COMPANY:** Access Information Management Corporation fka Retrievox, Inc., FID: 04-3408536, CC027849, expires 12/23/2023

**EMERGENCY JUSTIFICATION:** The current contract balance is not sufficient to cover the most recent invoice and will not be sufficient to cover expenses until the next budget in Feb-2023.

To authorize the City Attorney to modify an existing contract with Access; to authorize the expenditure of up to \$12,000.00 from General Operating Fund; and to declare an emergency. (\$12,000.00)

**WHEREAS,** the City Attorney has identified the need to modify an existing contract with Access, for additional record storage and related services in an amount up to \$12,000.00; and

**WHEREAS,** it has become necessary in the usual daily operations of the Columbus City Attorney's Office to authorize the City Attorney to appropriate and expend these funds; and

**WHEREAS,** an emergency exists in the usual daily operation of the City Attorney's Office in that it is immediately necessary and in the best interest of the City to authorize the City Attorney to modify the existing contract with Access, to ensure continued necessary services of uninterrupted record storage, retrieval, destruction, and related supplies and services, all 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 City Attorney be and is hereby authorized to modify an existing contract with Access, in the amount of \$12,000.00. Bringing the contract total to \$32,000.00.

**Section 2.** That for the purposes stated in Section 1, the amount of \$12,000.00 or so much thereof as may be necessary, be and is hereby authorized in Fund 1000 (General Fund), 24-2401 (City Attorney), in object class 03 (Purchased services) per the accounting codes in the attachment to this ordinance.

**Section 3.** Funds are hereby deemed appropriated and expenditures authorized to carry out the purposes of this ordinance

and the City Auditor shall establish such accounting codes as necessary.

**Section 4.** This modification is made in accordance with the relevant provisions of the City Code Chapter 329 relating to contract modifications.

**Section 5.** The City Auditor is authorized to establish such accounting codes as necessary, to make any accounting changes to revise the funding source for all agreements, contracts, or modifications associated with this ordinance.

**Section 6.** 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.