



# City of Columbus

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

## Legislation Text

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**File #: 2092-2014, Version: 1**

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This ordinance authorizes the City Attorney to modify and extend a contract with Cintas Corporation for one year for the provision of record storage, retrieval and destruction services. This vendor was awarded a contract as the sole bidder in response to SO044578.

### **FISCAL IMPACT:**

The original contract was for the maximum amount of \$19,000.00 and for the term of 11/01/13 through 10/31/14. Said contract is renewable for up to five years with the cost of services remaining the same.

The cost of the second year of the contract through 10/31/15 will be an additional \$17,000.00. The new total maximum of the contract will be \$36,000.00.

These funds are included in the City Attorney's 2014 approved general fund budget.

### **CONTRACT COMPLIANCE NUMBER:**

Cintas Corporation CC#: 311703809-001 expires 04/08/16

### **EMERGENCY PROVISION**

This legislation is requested to be an emergency so there is no break in the provision of services.

To authorize the City Attorney to modify an existing contract with Cintas Corporation for the provision of record storage, retrieval and destruction services; to authorize the expenditure of Seventeen Thousand Dollars from the general fund; and, to declare an emergency. (\$17,000.00)

**WHEREAS**, the City Attorney's Office is in need of record storage, retrieval and destruction services; and

**WHEREAS**, a contract to meet these needs was awarded to Cintas Corporation as the sole bidder in response to SO044578; and

**WHEREAS**, said contract was for one year and renewable for an additional four years, or a maximum of five years, with no increase in the cost of services; and

**WHEREAS**, the City Attorney would like to modify the current contract with Cintas Corporation for the provision of said services through 10/31/15 and for an additional amount of \$17,000.00;

**WHEREAS**, an emergency exists in the usual daily operation of the City Attorney's Office in that this modification will ensure uninterrupted availability of necessary record storage, retrieval and destruction services and thereby preserve the public health, peace, property, safety, and welfare; now, therefore,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS, OHIO:**

**SECTION 1.** That the City Attorney be and hereby is authorized to modify the current contract with Cintas Corporation for the provision of record storage, retrieval and destruction services through 10/31/15 and for an additional Seventeen

Thousand Dollars (\$17,000.00).

**SECTION 2.** That the sum of Seventeen Thousand Dollars (\$17,000.00), or so much thereof as may be necessary is hereby authorized to be expended to pay the cost of said services from Department 2401, General Fund 010, Organizational Cost Accounting Code 240101, Object Level Three 3446.

**SECTION 3.** 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.