



City of Columbus

Office of City Clerk
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Legislation Text

File #: 0331-2013, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Department to expend monies for labor, materials, equipment, and services in conjunction with various mail room facility improvements necessary to keep the mail room operational, functional, and safe. Work may include any type of renovation such as electrical, small scale renovation, professional services, HVAC, and plumbing. All work will be done in accordance with the competitive bidding provisions of the Columbus City Codes. Funding for these expenditures is from the Construction Management Capital Improvement Fund.

Fiscal Impact: This legislation authorizes the expenditure of \$79,431.00 from the Construction Management Capital Improvement Fund.

Emergency action is requested so that needed renovations to the City Hall Mail Room can commence immediately, thereby ensuring a safe and efficient working environment for Mail Room employees.

To authorize the Finance and Management Director to expend monies for labor, materials, equipment, and professional services in conjunction with the mail room facility improvement project; to authorize the expenditure of \$79,431.00 from the Construction Management Capital Improvement Fund; and to declare an emergency. (\$79,431.00)

WHEREAS, various mail room facility renovations have become necessary to make the work environment flow more efficiently and to ensure that working conditions are safe; and

WHEREAS, an Auditor's Certificate is necessary to provide funding so that contracts can be established for these renovations; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management in that it is immediately necessary to enter establish an Auditor's Certificate so that various mail room facility improvements are made as soon as possible so as to keep this operation functional and safe, 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 purchase of labor, materials, supplies, professional services, and equipment will likely become necessary for the mail room facility renovations within the purview of the Finance and Management Department.

SECTION 2. That the expenditure of \$79,431.00, or so much thereof as may be necessary, be and is hereby authorized from the Construction Management Capital Improvement Fund No. 733 to pay the cost thereof. All work will be done in accordance with the competitive bidding provisions of the Columbus City Codes. City Council recognizes this ordinance does not identify the contractor(s) to whom the contract(s) will be awarded and understands its passage will give the Finance and Management Director the final decision in determination of the lowest best responsive and responsible bidder for such contract(s). This Council is satisfied it is in the best interests of the City to delegate this contracting decision.

Fund Type	Dept. No.	Fund	Project No.	Title	Level 3	OCA Code	Amount
Cap. Proj.	45-27	733	570030- 100120	Facility Renovations	Various	6601	733120

\$79,431.00

(unvoted carryover)

SECTION 3. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contract or contract modifications associated with this ordinance.

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 the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for the said project.

SECTION 6. That for 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.