



## Legislation Text

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**File #:** 1519-2024, **Version:** 1

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### ..Explanation

**BACKGROUND:** This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Hay with Clayton Engle. The Division of Public Safety is the sole user for Hay, used to feed horses in the Mounted Police. The term of the proposed option contract would be approximately two years, expiring July 31, 2026, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on May 16, 2024. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO002726.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Section 329 relating to competitive bidding (Request for Quotation No. RFQ027601). Two (2) bids were received.

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

Clayton Engle, CC# 027601 expires 4/26/26, All Items, \$1.00  
Total Estimated Annual Expenditure: \$22,000, Division of Police, the sole user

**Emergency Designation:** The Finance and Management Department respectfully requests this legislation to be considered an emergency ordinance because, although the current contract is valid 7/31/25, the current supplier has notified the Division of Police they can no longer provide Hay and a new contract is needed immediately.

The company is 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.

**FISCAL IMPACT:** The expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO002726. 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 a contract for the option to purchase Hay with Clayton Engle; to authorize the expenditure of \$1.00; and to declare an emergency. (\$1.00).

**WHEREAS**, the Hay UTC will provide for the purchase of hay for horses serving in the Mounted Police; and,

**WHEREAS**, the Purchasing Office advertised and solicited formal bids on May 16, 2024 and selected the overall lowest, responsive, responsible and best bidder; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Safety in that it is necessary to authorize the Finance and Management Director to immediately enter into a Universal Term Contract for the option to purchase Hay in order to maintain a supply for Mounted Police horses, all for the immediate preservation of the public health, peace, property, safety, and welfare; and **now, therefore**

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

**SECTION 1.** That the Finance and Management Director is hereby authorized to enter into the following contract for the

option to purchase Hay in accordance with Request for Quotation RFQ027601 for a term of approximately two (2) years, expiring 7/31/26, with the option to renew for one (1) additional year, as follows:

Clayton Engle, All Items, \$1.00

**SECTION 2.** That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO002726 of this ordinance to pay the cost thereof.

**SECTION 3.** 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 4.** 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.