



Legislation Details (With Text)

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Title: To authorize the Finance and Management Director to enter into two (2) contracts for the option to purchase Arts and Crafts Supplies with Friends Business Source and School Specialty, LLC.; to authorize the expenditure of \$2.00 from General Budget Reservation BRPO001670; and to declare an emergency. (\$2.00).

Sponsors:

Indexes:

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Attachments:

Date	Ver.	Action By	Action	Result
4/29/2021	1	CITY CLERK	Attest	
4/28/2021	1	MAYOR	Signed	
4/26/2021	1	COUNCIL PRESIDENT	Signed	
4/26/2021	1	Columbus City Council	Approved	Pass

BACKGROUND: This legislation authorizes the Finance and Management Director to establish two (2) Universal Term Contracts (UTC) for the option to purchase Arts and Crafts Supplies with Friends Business Source and School Specialty, LLC. The Department of Recreation and Parks is the primary user for Arts and Crafts Supplies. Paint, crayons, poster board, and other crafts supplies are used in Recreation Centers throughout the City of Columbus. The term of the proposed option contracts would be approximately three (3) years, expiring March 31, 2024 with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on March 11, 2021. In addition, the expenditure of \$2.00 is hereby authorized from General Budget Reservation BRPO001670.

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. RFQ017866). Seven (7) bids were received.

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

Friends Business Source., CC# 006796 expires 04/20/2022, All Items and catalog, \$1.00
School Specialty LLC., CC#034504 expires 4/06/2023, All Items and catalog, \$1.00
Total Estimated Annual Expenditure: \$125,000, Department of Recreation and Parks

Emergency Designation: The Finance and Management Department respectfully requests this legislation be considered an emergency ordinance to ensure a reliable supply of materials for use throughout all of the City of Columbus Recreation Centers.

These 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.

FISCAL IMPACT: The expenditure of \$2.00 is hereby authorized from General Budget Reservation BRPO001670. The Department of Recreation and Parks 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 Arts and Crafts Supplies with Friends Business Source and School Specialty, LLC.; to authorize the expenditure of \$2.00 from General Budget Reservation BRPO001670; and to declare an emergency. (\$2.00).

WHEREAS, the Arts and Crafts Supplies UTC will provide for the purchase of arts and crafts supplies used to for the recreation centers throughout the City of Columbus; and,

WHEREAS, the Purchasing Office advertised and solicited formal bids on March 11, 2021 and selected the overall lowest, responsive, responsible and best bidders; and

WHEREAS, an emergency exists in the usual daily operation of the Recreation and Parks Department 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 Arts and Crafts Supplies, 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 is hereby authorized to enter into the following contracts for the option to purchase Arts and Crafts Supplies in accordance with Request for Quotation RFQ017866 for a term of approximately three (3) years, expiring March 31, 2024, with the option to renew for one (1) additional year, as follows:

Friends Business Source, All Items and catalog, \$1.00
School Specialty LLC, All Items and catalog, \$1.00

SECTION 2. That the expenditure of \$2.00 is hereby authorized from General Budget Reservation BRPO001670 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.