



## Legislation Details (With Text)

**File #:** 1926-2021      **Version:** 1  
**Type:** Ordinance      **Status:** Passed  
**File created:** 7/6/2021      **In control:** Technology Committee  
**On agenda:** 7/19/2021      **Final action:** 7/22/2021

**Title:** To authorize the Director of the Department of Technology to enter into contract with Brown Enterprises LLC for Smartsheet Control Center subscriptions and licenses; to authorize the expenditure of \$71,140.00 from the Department of Technology, Information Services Division, Information Services Operating Fund and to declare an emergency. (\$71,140.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 1926-2021EXP, 2. 2021 SMARTSHEET Formal Bid Specification, 3. COC\_Q15109 Smartsheet Renewal 06\_14\_21

Date	Ver.	Action By	Action	Result
7/22/2021	1	CITY CLERK	Attest	
7/20/2021	1	MAYOR	Signed	
7/19/2021	1	COUNCIL PRESIDENT	Signed	
7/19/2021	1	Columbus City Council	Approved	Pass

This ordinance authorizes the Director of the Department of Technology to enter into contract with Brown Enterprises LLC for Smartsheet Control Center subscriptions and licenses for various city departments. The Department of Technology (DoT), through the utilization of a Request for Quotation process, received four (4) responses to RFQ019097 on July 2, 2021. Brown Enterprises LLC submitted the lowest, responsive quote.

Smartsheet is used by several city agencies as it is (and can be) used to collaborate on project timelines, documents, calendars, assignments and related tasks. Smartsheet's relatively simple user interface centers on "smartsheets," similar to other popular spreadsheets. Additionally, Smartsheet can import data from other applications, such as Microsoft Office or Google.

The contract authorized by this ordinance will begin on July 30, 2021 and end on August 30, 2022. It is not subject to automatic renewal however, upon mutual agreement and authorized appropriation, it may be renewed up to three times.

Finally, this ordinance authorizes the expenditure of \$71,140.00 for the above-described purpose.

### **FISCAL IMPACT**

Funds to cover the cost of this service have been identified and are available in the Department of Technology, Information Services Division, Information Services Operating Fund.

**CONTRACT COMPLIANCE**

Vendor Name: Brown Enterprises LLC F.I.D/CC#: 90-0353698 - Expiration Date 12-31-2023

DAX Vendor #: - 010668

**EMERGENCY**

Emergency legislation is required to facilitate prompt contract execution and related payment for services.

To authorize the Director of the Department of Technology to enter into contract with Brown Enterprises LLC for Smartsheet Control Center subscriptions and licenses; to authorize the expenditure of \$71,140.00 from the Department of Technology, Information Services Division, Information Services Operating Fund and to declare an emergency. (\$71,140.00)

**]WHEREAS**, On July 2, 2021, Brown Enterprises LLC submitted the lowest responsive bid in response to solicitation RFQ019097 for Smartsheet Control Center subscriptions and licenses; and

**WHEREAS**, the Department of Technology desires to enter into contract with Brown Enterprises LLC, beginning on July 30, 2021 and ending on August 30, 2022 for the above-mentioned services; and

**WHEREAS**, an emergency exists in the Department of Technology in that it is immediately necessary to authorize the Directo to enter into contract with Brown Enterprises LLC for Smartsheet Control Center subscriptions and licenses to facilitate prompt contract execution and related payment for services, 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 Director of the Department of Technology be and is hereby authorized to enter into contract with Brown Enterprises LLC for Smartsheet Control Center subscriptions and licenses, beginning on July 30, 2021 and ending on August 30, 2022 at a cost of \$71,140.00. It is not subject to automatic renewal however, upon mutual agreement and authorized appropriation, it may be renewed up to three times.

**SECTION 2.** That the expenditure of \$71.140.00 or so much thereof as may be necessary is hereby authorized to be expended from the Department of Technology, Information Services Operating Fund, as follows in the attachment to this ordinance: (see attachment 1926-2021 EXP)

**SECTION 3.** That the City Auditor is authorized to make any accounting changes to revise the funding source for any 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 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.

