



Legislation Text

File #: 1976-2013, **Version:** 1

BACKGROUND: The purpose of this legislation is to authorize the Director of Finance and Management to establish a purchase order for the purchase of nine digital copiers for the Columbus Public Health WIC Grant Program utilizing funds from the Health Department Grants Fund.

SA005049 was opened on August 1, 2013. Six companies bid on the nine digital copiers and Ohio Business Systems was deemed the lowest, responsive and responsible bidder and was awarded the bid. The contract compliance number for Ohio Business Systems is 31-0813080, which expires 08/14/2015.

This ordinance is requested as an emergency to allow for the timely procurement of needed services, thereby allowing the project to proceed without delay.

FISCAL IMPACT: Monies for this expenditure are available within the Health Department Grants Fund. The 2013 WIC Grant, Grant No. 501234, will provide \$28,303.00 for this purchase.

To authorize the Director of Finance and Management to enter into a contract with Ohio Business Systems for the purchase and installation of nine digital copiers; to authorize the expenditure of \$28,303.00 from the Health Department Grants Fund; and to declare an emergency. (\$28,303.00)

WHEREAS, Columbus Public Health WIC Program has a need for nine digital copiers at its nine clinic locations; and,

WHEREAS, Ohio Business Systems was determined to be the lowest, responsive and responsible bidder; and,

WHEREAS, this ordinance is being submitted as an emergency measure because the timely procurement of needed services will allow the project to proceed without delay and allow for the purchase within the grant deliverable period of September 30, 2013; and,

WHEREAS, an emergency exists in the usual daily operation of the Columbus Health Department in that it is immediately necessary to enter into contract with Ohio Business Systems for the immediate preservation of 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 Finance and Management is hereby authorized to enter into contract for \$28,303.00 with Ohio Business Systems for nine digital copiers for Columbus Public Health WIC Program clinics.

SECTION 2. That, to pay the costs of said contract, the expenditure of funds, not to exceed, \$28,303.00 is hereby authorized, as follows:

Health Department Grants Fund - the 2013 Women, Infants and Child (WIC) Grant

Fund No. 251, Grant No. 501234, Department of Health, Division No. 50, Object Level One 02, Object Level Three 2227, OCA No. 501234, \$28,303.00.

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

SECTION 5. That the City Auditor is hereby authorized to transfer the unencumbered balance in the 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 said project.

SECTION 6. 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.