



City of Columbus

Office of City Clerk
90 West Broad Street
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columbuscitycouncil.org

Legislation Text

File #: 0381-2017, **Version:** 1

Background: This legislation is for the option to establish a Universal Term Contract (UTC) for Folding Tables, Chairs and Carts. The Recreation and Parks Department is the primary user. This contract will provide for the purchase of folding tables, chairs and carts to be used in recreation centers, events and various City agencies.

The term of the proposed option contract is through March 31, 2018, with an option to extend for one (1) additional year, subject to mutual agreement by both parties. The Purchasing Office opened formal bids on January 26, 2017.

The Purchasing Office advertised and solicited competitive bids in accordance with relevant provisions of the City Code (RFQ004196). Fifty-two (52) bids were solicited; two (2) responses were received.

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

Mity-Lite, Inc.: CC# 431741196; Expires: 2/10/2019; \$1.00
Total Estimated Annual Expenditure: \$250,000.00

This 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: Funding to establish this option contract is from the General Fund. 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 one Universal Term Contract for the option to purchase Folding Tables, Chairs and Carts with Mity-Lite, Inc.; to authorize the expenditure of one dollar (\$1.00) and to establish the contract from the General Fund. (\$1.00)

WHEREAS, the Purchasing Office advertised and solicited formal bids on January 26, 2017 and selected Mity-Lite, Inc. as the most responsive, responsible and best bidder; and

WHEREAS, this ordinance addresses Purchasing objectives of 1) maximizing the use of City resources by obtaining optimal products/services at low prices and 2) encouraging economic development by improving access to City bid opportunities and 3) providing effective option contracts for City agencies to efficiently maintain their supply chain and service to the public; and

WHEREAS, it has become necessary in the usual daily operation of the Recreation and Parks Department to authorize the Finance and Management Director to enter into contract with Mity-Lite for the option to purchase folding tables, chairs and carts; 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 Folding Tables, Chairs and Carts through March 31, 2018, with the option to extend for one (1) additional year in accordance with Request for Quote No. RFQ004196;

Mity-Lite, Inc.; Items 1-16, in addition to Price List and discounts specified; \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized in Fund 1000 General Fund in Object Class 02 Materials and Supplies per the account codes in the attachment of this ordinance.

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 this ordinance shall take effect and be in force from and after the earliest period allowed by law.