



Legislation Text

File #: 1626-2017, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to modify and renew a contract on behalf of the Facilities Management Division with Continental Office Furniture for flooring needs in facilities under the purview of the Facilities Management Division.

The original contract was formally bid through SA004770, with four (4) annual renewal options. This legislation authorizes the fourth (4th) and final renewal option. This contract has been modified several times and was bid for renovation and installation of floor coverings for various city facilities under the purview of the Facilities Management Division.

This contract is being modified to establish funding for flooring needs at the Municipal Court Building, located at 375 South High Street, and for various flooring related projects that may be necessary throughout the year for City buildings and facilities. Prices previously established in the contract were used to determine the cost of this modification.

This ordinance also authorizes the Finance and Management Director to establish purchase orders with Continental Office Furniture Corp. for the purchase of office furniture to be installed at the Municipal Court Building, located at 375 South High Street, the Department of Neighborhoods, located at 1410 Cleveland Avenue, and for other City facilities under the purview of the Facilities Management Division. These purchase orders shall be in accordance with the terms and conditions of previously established State Term contracts with Continental Office Furniture Corp. Ordinance #582-87 authorizes City agencies to participate in Ohio Department of Administrative Services (DAS) cooperative contracts. The utilization of these State Term contracts is necessary, as the City currently does not have a Universal Term Contract for office furniture. A listing of these State Term Contracts and related expiration dates are contained in the summary attached to this ordinance.

(See Ord 1626-2017 State Term Contract listing.xls)

Emergency action is requested so the vendor can be engaged as quickly as possible to provide needed facilities management goods and services for city buildings and locations.

Continental Office Furniture Contract Compliance No. 31-4413238

Fiscal Impact: This ordinance authorizes an expenditure of \$731,832.42 collectively from the Construction Management Capital Improvement Fund, the General Permanent Improvement Fund, the Safety Voted Bond Fund, and the Law Enforcement Contraband Seizure Fund with Continental Office Furniture, from previously established competitively bid contracts and State of Ohio Cooperative contracts for the purchase of flooring and office furniture for city facilities.

To amend the 2017 Capital Improvement Budget; to authorize the transfer of funds between projects within the General Permanent Improvement Fund; to authorize the Finance and Management Director to modify and renew a contract on behalf of the Facilities Management Division with Continental Office Furniture for the purchase of flooring; to authorize the Finance and Management Director to establish purchase orders with Continental Office Furniture, for the purchase of office furniture, in accordance with the terms and conditions of State of Ohio Cooperative Contract(s); to authorize the expenditure of \$275,000.00 from the Construction Management Capital Improvement Fund; to authorize the expenditure

of \$290,000.00 from the General Permanent Improvement Fund; to authorize the expenditure of \$150,000.00 from the Safety Voted Fund; to authorize the expenditure of \$16,832.42 from the Law Enforcement Contraband Seizure Fund; and to declare an emergency. (\$731,832.42)

WHEREAS, it is necessary to amend the 2017 Capital Improvement Budget; and

WHEREAS, it is necessary to transfer cash and appropriation between projects in the General Permanent Improvement Fund; and

WHEREAS, the Facilities Management Division formally bid a contract for flooring needs at various City buildings and entered into contract with Continental Office Furniture through SA004770; and

WHEREAS, the contract provided for four annual renewal options and this legislation authorizes the fourth and final renewal option; and

WHEREAS, Ordinance #582-87 authorizes city agencies to participate in State of Ohio Cooperative Contracts; and

WHEREAS, State of Ohio Cooperative contracts with Continental Office Furniture Corp. are available for the City's use for the purchase of office furniture; and

WHEREAS, an emergency exists in the usual daily operation of the Finance and Management Department, Facilities Management Division, in that it is immediately necessary to modify the contract with Continental Office Furniture and to authorize the establishment of purchase orders also with Continental Office Furniture in order to replace flooring and office furniture at various facilities as soon as possible, 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 2017 Capital Improvement Budget be and is hereby amended to provide sufficient authority for this project as follows:

Project No.	Project Name	Current Authority	Revised Authority	Change
P748459-100001	Facility Renovations - Beacon Building	\$52,145	\$78,312	+\$26,167
P748459-100001	Facility Renovations - Beacon Building	\$78,312	\$0	-\$78,312
P748999-100000	45-01 Unallocated Balance Fd. 748	\$194,887	\$195,182	+\$295
P748999-100000	45-01 Unallocated Balance Fd. 748	\$195,182	\$0	-\$195,182
P570030-100015	Health: 240 Parsons Ave. - Various	\$16,984	\$0	-\$16,984
P748459-100000	45-07 Facilities Mgmt	\$0	\$290,478	+\$290,478

SECTION 2. That from the unappropriated monies and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the fiscal year ended December 31, 2017, the sum of \$195,181.73 is appropriated in Fund 7748 General Permanent Improvement Fund in Object Class 06 - Capital Outlay per the account codes in the attachment to this ordinance.

See Attached File: Ord 1626-2017 Legislation Template.xls

SECTION 3. That the transfer of cash and appropriation of \$290,476.60 between projects within the General Permanent Improvement Fund 7748 is hereby authorized per the account codes in the attachment to this ordinance.

See Attached File: Ord 1626-2017 Legislation Template.xls

SECTION 4. That the Finance and Management Director is hereby authorized and directed to modify and renew a contract on behalf of the Facilities Management Division with Continental Office Furniture for flooring needs in various City buildings and facilities.

SECTION 5. That the Finance and Management Director, on behalf of the Facilities Management Division and the Real Estate Management Office, is hereby authorized to establish purchase orders pursuant to the terms and conditions of State of Ohio Cooperative Contracts for office furniture.

SECTION 6. That the expenditure of \$275,000.00, or so much thereof as may be necessary in regard to the action authorized in SECTION 4, is hereby authorized in the Construction Management Capital Improvement Fund 7733 in Object Class 06 - Capital Outlay, per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 1626-2017 Legislation Template.xls

SECTION 7. That the expenditure of \$290,000.00, or so much thereof as may be necessary in regard to the action authorized in SECTION 5, is hereby authorized in the General Permanent Improvement Fund 7748 in Object Class 06 - Capital Outlay, per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 1626-2017 Legislation Template.xls

SECTION 8. That the expenditure of \$150,00.00, or so much thereof as may be necessary in regard to the action authorized in SECTION 4, is hereby authorized in the Safety Voted Bond Fund 7701 in Object Class 06 - Capital Outlay, per the accounting codes in the attachment to this ordinance.

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SECTION 9. That the expenditure of \$16,832.42, or so much thereof as may be necessary in regard to the action authorized in SECTION 4, is hereby authorized in the Law Enforcement Contraband Seizure Fund 2219, SubFund 221901 in Object Class 06 - Capital Outlay, per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 1626-2017 Legislation Template.xls

SECTION 10. That the monies in the foregoing sections shall be paid upon order of the Director of Finance and Management, and that no order shall be drawn or money paid except by voucher, the form of which shall be approved by the City Auditor

SECTION 11. 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 12. That the City Auditor is hereby authorized to transfer the unencumbered balance in a 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 13. 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 14. 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.

