



Legislation Text

File #: 2602-2017, **Version:** 1

BACKGROUND: This legislation authorizes the Director of the Department of Finance and Management to waive competitive bidding and issue a purchase order for the purchase of additional furniture and fixtures, including a redesign fee, needed by the Department of Development for its new offices at 111 North Front Street. This furniture and fixtures is in addition to the furniture and fixtures originally purchased as part of the construction contract to build the new building.

Partial purchases will be established through State Term Contracts pursuant to Ordinance 582-87. Authority to waive competitive bidding under Columbus City Code Chapter 329 is requested for the purchase from the State Term Schedules, including paying a redesign fee.

King Business Interiors is providing furniture and fixtures under the original construction contract, and to ensure consistency with warranty, delivery, schedules and styles, it is in the City's best interest to order the furniture and fixtures from King Business Interiors. Some of the furniture is available on a State Term Schedule with King Business Interiors. The state contract numbers are Contract STS800328-6 expiring 11/30/18 and STS800437-3 expiring 10/31/17. In addition to the furniture and fixture purchase, King Business Interiors will include a redesign fee from the architect of record of the project, Schooley Caldwell. The estimated amount of the furniture and fixtures, and redesign fee is \$23,000.

Other items, which are not part of the STS but are lines carried by King Business Interiors. Because King Business Interiors will be purchased as well. The Department of Development is requesting authority to waive competitive bidding under Columbus City Code Chapter 329 to purchase the items not on the State Term Contract from King Business Interiors. The estimated amount of these furniture and fixtures is \$32,000.

Funding for the purchase of items from the State Term Schedule, including redesign fee, shall be funded by the Department of Development. Funding for the purchase of the remaining items shall come from the Department of Development and the Department of Building and Zoning Services. Building and Zoning Services is funding \$22,500 of the estimated \$32,000 because they are receiving \$22,500 worth of furniture and fixtures already purchased under the original construction contract that Development cannot use and Development needs different furniture and fixtures to replace the items used by Building and Zoning Services. Development will fund the remaining \$9,500. The Department of Finance and Management shall handle the procurement of the items.

EMERGENCY JUSTIFICATION: Emergency action is requested as it provides greater opportunity to have all the work spaces utilizing new furniture installed when Development moves into the building in January.

FISCAL IMPACT: This ordinance authorizes the appropriation, transfer, and expenditure of \$32,500 from the General Permanent Improvement Fund and \$22,500 from Building and Zoning Services' Development Services Fund.

To authorize the Director of the Department of Finance and Management to issue a purchase order to King Business Interiors for the purchase of furniture and fixtures, including redesign fees, needed by the Department of Development for its new offices located at 111 North Front Street; to waive the competitive bidding provisions of Columbus City Code 329, to authorize an amendment to the 2017 Capital Improvement Budget; to authorize the transfer, appropriation, and expenditure of \$55,000.00 as follows: General Permanent Improvement Fund (\$32,500.00) and Development Services Fund (\$22,500.00); and to declare an emergency. (\$55,000.00)

WHEREAS, the Department of Development will be relocating its offices to 111 North Front Street in January 2018; and

WHEREAS, additional furniture and fixtures will be needed at this new location; and

WHEREAS, the Department is requesting authority to waive competitive bidding under Columbus City Code Chapter 329 in order to 1) purchase some items off of State Term Contracts STS800328-6 and STS800437-3 with King Business Interiors pursuant to Ordinance Number 582-87, including redesign fee from Schooley Caldwell, and 2) purchase remaining items directly from King Business Interiors because King Business Interiors is providing furniture and fixtures under the original construction contract, some of the additional items needed are available through King Business Interiors on the State Term Contract, because having all of the furniture under warranty by the same supplier makes warranty claims easier and more efficient, and this will enable the Department to have all the furniture and fixtures coming from one vendor and greater opportunity for the work spaces utilizing new furniture to be installed when Development moves into the building in January 2018; and

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

WHEREAS, it has become necessary to appropriate funds in Fund 2240 Development Services Fund, Department of Building and Zoning Services-Division 4301, in object class 06 - Capital Outlay; and

WHEREAS, it has become necessary to appropriate and transfer funds between projects in the amount of \$32,500 within Fund 7748 General Permanent Improvement Fund; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Development, in that it is immediately necessary to authorize the Director of the Department of Finance and Management to issue a purchase order for the purchase of furniture and fixtures, including redesign fee, as it provides greater opportunity to have all the work spaces utilizing new furniture installed when Development moves into the building in January, 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 Finance and Management is authorized to issue a purchase order in an amount not to exceed \$55,000 to King Business Interiors for the purchase of furniture and fixtures, including redesign fee, needed by the Department of Development for its new offices at 111 North Front Street.

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 \$22,500.00 is appropriated in Fund 2240 Development Services Fund, Department of Building and Zoning Services-Division 4301, in object class 06 - Capital Outlay per the account codes in the attachment to this ordinance.

See Attached File: Ordinance 2602-2017 Legislation Template.xls

SECTION 3. 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
P748999-100000	Unallocated Balance	\$0	\$32,500	\$32,500
P748999-100000	Unallocated Balance	\$32,500	\$0	(\$32,500)
P748411-100000	Development	\$0	\$32,500	\$32,500

SECTION 4. 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 \$32,500 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.

SECTION 5. That the transfer of \$32,500 or so much thereof as may be needed, is hereby authorized within Fund 7748

the General Permanent Improvement Fund per the accounting codes in the attachment to this ordinance.

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SECTION 6. That this Council finds that is in the best interest of the City to waive the competitive bidding provisions of Chapter 329 of the Columbus City Code for this purchase.

SECTION 7. That for the purpose stated in Section 6, the expenditure of \$55,000.00 or so much thereof as may be needed, is hereby authorized per the accounting codes in the attachment to this ordinance.

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SECTION 8. Funds are hereby deemed appropriated and expenditures and transfers authorized to carry out the purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

SECTION 9. 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 10. 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 11. 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 passage and approval by the Mayor or ten days after its passage if the Mayor neither approves nor vetoes the same.