



## Legislation Text

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**File #:** 2986-2017, **Version:** 1

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**BACKGROUND:** This legislation establishes a Universal Term Contract (UTC) for Pipes and Drums clothing and accessories for the Department of Public Safety with J. Higgins, Ltd. Both the Division of Police (CPD) and Division of Fire (CFD) Pipes and Drums employees use J. Higgins, Ltd., to secure their uniforms and accessories. The term of the proposed option contract would be approximately three (3) years, expiring October 31, 2020, with the option to renew for two (2) additional one (1) year periods. The Purchasing Office opened formal bids on September 14, 2017.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Chapter 329 relating to competitive bidding (Request for Quotation No. RFQ006624). One (1) bid was received.

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

J. Higgins, Ltd: CC008016; Items 253-254, 731-738, 744-745; \$1.00

Total Estimated Annual Expenditure: \$30,000.00 with the Division of Police (CPD) and Division of Fire (CFD) as the primary users.

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.

**EMERGENCY REQUEST:** This ordinance is being submitted as an emergency so clothing and accessories may be available for immediate purchase in the event of uniform inspections, new members being added, or item replacement.

**FISCAL IMPACT:** Funding to establish this option contract is from the General Fund. The Division of Police and Division of Fire 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 a Universal Term Contract for Pipes and Drums clothing and accessories for Department of Public Safety with J. Higgins, Ltd; to authorize the expenditure of \$1.00 to establish the contract from the General Fund; and to declare an emergency. (\$1.00).

**WHEREAS,** the Pipes and Drums clothing and accessories UTC will provide Pipes and Drums employees the necessary uniform parts and/or equipment that is used during community and City events while properly projecting the image of the City of Columbus, Division of Police, and Division of Fire; and

**WHEREAS,** the Purchasing Office advertised and solicited formal bids on September 14, 2017 and selected the overall lowest, responsive, responsible and best bidder: J. Higgins, Ltd; and

**WHEREAS,** this ordinance addresses Purchasing objective 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 an effective option contract for City agencies to efficiently maintain their supply chain and service to the public; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Safety in that it is immediately necessary to authorize the Finance and Management Director to enter into contract with J. Higgins, Ltd for the option to purchase Pipes and Drums clothing and accessories in order for employees to purchase the necessary items that are used during community and City events while properly projecting the image of the City of Columbus, Division of Police, and Division of Fire; now, therefore,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Finance and Management Director be and is hereby authorized to enter into the following contract for the option to purchase Pipes and Drums clothing and accessories in accordance with Request for Quotation RFQ006624 for a term of approximately three (3) years, expiring October 31, 2020, with the option to renew for two (2) additional one (1) year periods, as follows:

J. Higgins, Ltd: Items 253-254, 731-738, 744-745; \$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 to pay the cost thereof.

**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 for the reason 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.