



Legislation Text

File #: 0142-2018, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Arts and Crafts Supplies with School Specialty. The Division of Recreation and Parks is the primary user. Arts and Crafts Supplies are used by participants at recreation centers. The term of the proposed option contract would be approximately two (2) years, expiring March 31, 2020, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on November 9, 2017.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of City Code Chapter 329 relating to competitive bidding (Request for Quotation No. RFQ007103). Three (3) bids were received.

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

School Specialty, CC# 390971239, expires 11/1/2019, All Items 1-40, \$1.00

Total Estimated Annual Expenditure: \$100,000.00, Division of Recreation and Parks, the primary user

The 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 a contract for the option to purchase Arts and Crafts Supplies with School Specialty; and to authorize the expenditure of \$1.00 to establish the contract from the General Fund. (\$1.00).

WHEREAS, the Arts and Crafts Supplies UTC will provide for the purchase of arts and crafts supplies used by participants at recreation centers; and

WHEREAS, the Purchasing Office advertised and solicited formal bids on November 9, 2017 and selected the overall lowest, responsive, responsible and best bidder; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Recreation and Parks to authorize the Finance and Management Director to enter into a Universal Term Contract for the option to purchase Arts and Crafts Supplies, 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 Finance and Management Director is hereby authorized to enter into the following contract for the option to purchase Arts and Crafts Supplies in accordance with Request for Quotation RFQ007103 for a term of approximately two (2) years, expiring March 31, 2020, with the option to renew for one (1) additional year, as follows:

School Specialty, All Items 1-40, \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO000841.

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.