



## Legislation Text

**File #:** 0463-2018, **Version:** 1

**BACKGROUND:** This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase National Restaurant Association ServSafe Educational Materials with National Restaurant Association. The Department of Public Health is the sole user for ServSafe Educational Materials. ServSafe Educational Materials are used to educate train, test local food business on proper food processing, handling and preparation. The term of the proposed option contract would be approximately two (2) years, expiring March 30, 2020, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on February 1, 2018.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Section 329 relating to competitive bidding (Request for Quotation No. RFQ007732). Four (4) bids were received.

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

National Restaurant Association, CC# CC020891 expires 2/1/2020, Items All Items, \$1.00  
Total Estimated Annual Expenditure: \$60,000.00, Department of Public Health, the sole user

**Emergency Designation:** The Finance and Management Department respectfully requests this legislation to be considered an emergency due to the importance of the courses and certifications this commodity supports.

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 ServSafe Educational Materials with National Restaurant Association; to authorize the expenditure of \$1.00 from the General Fund; and to declare an emergency. (\$1.00).

**WHEREAS,** the ServSafe Educational Materials UTC will provide for the purchase of text style books and testing materials used to obtain Food Service Manager Safety Certifications; and

**WHEREAS,** the Purchasing Office advertised and solicited formal bids on February 1, 2018 and selected the overall lowest, responsive, responsible and best bidder; and

**WHEREAS,** an emergency exists in the usual daily operation of the Department of Public Health it is immediately necessary to authorize the Finance and Management Director to enter into a Universal Term Contract for the option to purchase National Restaurant Association ServSafe Educational Materials, 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 National Restaurant Association ServSafe Educational Materials in accordance with Request for

Quotation RFQ007732 for a term of approximately two (2) years, expiring March 30, 2020, with the option to renew for one (1) additional year, as follows:

National Restaurant Association, All Items, \$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.