



Legislation Text

File #: 3307-2018, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase HVAC parts and filters with Allied Supply Company, Inc. The Department of Finance and Management, Facilities Management Division is the primary user for HVAC parts and filters, although they are used by many other agencies. HVAC hoses, sheet metal, thermostats, air handling equipment, and filters are used to maintain building mechanical systems. The term of the proposed option contract would be approximately two (2) years, expiring March 31, 2021, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on November 1, 2018. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO000978.

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. RFQ010569). Two bids were received.

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

Allied Supply Company, Inc., CC# 004136, expires November 19, 2020, HVAC Maintenance Parts and Filters UTC - All Items, \$1.00

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: The expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO000978. 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 Universal Term Contract for the option to purchase HVAC Parts and Filters with Allied Supply Company, Inc.; to authorize the expenditure of \$1.00 from General Budget Reservation BRPO000978. (\$1.00).

WHEREAS, the HVAC Maintenance Parts and Filters UTC will provide for the purchase of HVAC hoses, sheet metal, thermostats, air handling equipment, and filters used to maintain building mechanical systems; and

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

WHEREAS, it has become necessary in the usual daily operation of the Finance and Management Department, Facilities Management Division, to authorize the Director of Finance and Management to enter into a Universal Term Contract for the option to purchase HVAC Maintenance Parts and Filters UTC with Allied Supply Company, Inc.; **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 HVAC Parts and Filters, in accordance with Request for Quotation RFQ010569 for a term of approximately two years, expiring March 31, 2021, with the option to renew for one (1) additional year, as follows:

Allied Supply Company, Inc., HVAC Maintenance Parts and Filters UTC, All Items \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO000978 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 this ordinance shall take effect and be in force from and after the earliest period allowed by law.