



Legislation Text

File #: 3317-2018, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Overhead Door Parts with Kelly and Askew, Inc. The Department of Finance and Management, Facilities Management Division is the primary user for overhead door parts. Overhead door rails, controllers, and operating accessories are used to maintain overhead doors. The term of the proposed option contract would be approximately two (2) years, expiring February 28, 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. RFQ010578). One bid was received.

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

Kelly and Askew, Inc., CC# 005616, expires March 21, 2020, Overhead Door Parts 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 Overhead Door Parts with Kelly and Askew, Inc.; to authorize the expenditure of \$1.00 from General Budget Reservation BRPO000978. (\$1.00).

WHEREAS, the Overhead Door Parts UTC will provide for the purchase of overhead door rails, controllers, and operating accessories which are used to maintain overhead doors; 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 Department of Finance and Management, Facilities Management Division, and various city agencies to authorize the Director to enter into a Universal Term Contract with Kelly and Askew, Inc. for the option to purchase Overhead Door Parts; **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 Overhead Door Parts, in accordance with Request for Quotation RFQ010578 for a term of

approximately two years, expiring February 28, 2021, with the option to renew for one (1) additional year, as follows:

Kelly and Askew, Inc., Overhead Door Parts 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.