



Legislation Text

File #: 1667-2019, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to renew two (2) existing Universal Term Contracts (UTC) for the option to obtain Office Supplies, Accessories, and Papers with Bulldog Office Products Inc. and Staples Business Advantage. These contracts provides all City agencies the option to purchase office supplies, accessories and papers.

The contracts, PO073177 and PO073160 were established in accordance with Request for Quotation RFQ005494 and authorized under Ordinance Number 1905-2017 and will expire July 31, 2019. In accordance with the bid specifications, the City and Bulldog Office Products Inc. and Staples Business Advantage can renew the contracts for an additional one (1) year term subject to mutual agreement and approval of proper City Authorities.

EMERGENCY DESIGNATION: The Finance and Management Department respectfully requests this legislation be considered an emergency measure to insure there is no interruption of goods/services provided.

FISCAL IMPACT: No funding is required to renew the option contracts. All City agencies must set aside their own funding for their estimated expenditures.

To authorize the Finance and Management Director to renew two (2) Universal Term Contracts for the option to purchase Office Supplies, Accessories, and Papers with Bulldog Office Products Inc. and Staples Business Advantage; and to declare an emergency.

WHEREAS, the Purchasing Office entered into two (2) Universal Term Contracts for Office Supplies, Accessories, and Papers for use by all City agencies; and

WHEREAS, these contracts were entered into in accordance with Chapter 329 of the Columbus City Code, pursuant to solicitation RFQ005494 with Bulldog Office Products Inc. and Staples Business Advantage deemed the lowest, most responsive, responsible, and best bidders, and

WHEREAS, in accordance with the bid specifications, the City and Bulldog Office Products Inc. and Staples Business Advantage can renew the contracts for an additional one year period, subject to mutual agreement and approval of proper City authorities; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management, on behalf of all City agencies, in that it is immediately necessary to authorize the Director to renew two (2) Universal Term Contracts with Bulldog Office Products Inc. and Staples Business Advantage for the option to obtain Office Supplies and Papers, 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 renew two (2) Universal Term Contracts with Bulldog Office Products Inc. and Staples Business Advantage, PO073177 and PO073160, respectively, for a period of one year, from 7/31/2019 to and including 7/31/2020.

SECTION 2. That these renewals are in accordance with relevant provisions of Chapter 329 of the Columbus City Code.

SECTION 3. That for the reasons 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.