



## Legislation Text

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**File #:** 1413-2020, **Version:** 1

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**BACKGROUND:** This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Surgical Masks with Sterling Paper Company specifically for COVID19 purposes. The contract for Surgical Masks will be used city wide by all departments and divisions. This contract will provide surgical masks needed for employees, visitors and volunteers to prevent the spread of COVID19. The term of the proposed option contract would be approximately one (1) year, expiring April 30, 2021, with the option to renew for one (1) additional year. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001343.

Due to the COVID 19 Pandemic, the Purchasing Office requested an emergency waiver of the provisions of Columbus City Code Chapter 329 from the Director of Finance and Management following the procedures set forth under the Mayor's Executive Order 2020-01 "Declaration of State of Emergency". Those waivers were approved and PO224276 was established with the following vendor:

Sterling Paper Company, CC006039, 6/9/2022, All Items, \$1.00

Total Estimated Annual Expenditure: Unknown

**Emergency Designation:** The Finance and Management Department respectfully requests this legislation be considered an emergency measure due to the immediate demand for these surgical masks.

This company is not debarred according to the Excluded Parties listing of the Federal Government and are not listed in the Auditor of States database for Findings for Recovery.

**FISCAL IMPACT:** The expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001343. 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 Surgical Masks with Sterling Paper Company; to authorize the expenditure of \$1.00 from General Budget Reservation BRPO001343; to waive the provisions of competitive bidding; and to declare an emergency. (\$1.00)

**WHEREAS,** the Surgical Masks UTC will provide for the purchase of surgical masks used city wide by all departments and divisions, for employees, visitors and volunteers to prevent the spread of COVID19; and

**WHEREAS,** the Purchasing Office requests a waiver of relevant provisions of Columbus City Code 329 relating to competitive bidding, based upon the Mayor's Emergency Letter, to establish contracts for PPE and services to combat COVID19; and

**WHEREAS,** an emergency exists in the usual daily operation of various City Agencies in that it is immediately necessary to authorize the Finance and Management Director to enter into Universal Term Contracts for the option to purchase

Surgical Masks due to the immediate need for the PPE items, 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 Surgical Masks for a term of approximately one (1) year, expiring April 30, 2021, with the option to renew for one (1) additional year, as follows:

Sterling Paper Company, All Items, \$1.00

**SECTION 2.** That this Council finds it is in the best interest of the City to waive the relevant provisions of Columbus City Code Chapter 329 to permit the aforementioned purchases.

**SECTION 3.** That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001343 of this ordinance to pay the cost thereof.

**SECTION 4.** 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 5.** 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.