# City of Columbus

Office of City Clerk
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## Legislation Text

**File #:** 2797-2020, **Version:** 1

**BACKGROUND:**  This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase a Microsoft Enterprise Agreement with Dell Marketing LP.  The Department of Technology is the sole user for software licenses and support.  Microsoft server support software, and annual updates are used to provide desktop software for word processing, email, spreadsheet, and presentation capabilities.  The term of the proposed option contract would be approximately three years, expiring December 31, 2023 with no renewal term.  The Purchasing Office opened formal bids on November 12, 2020.   In addition, the expenditure of $1.00 is hereby authorized from General Budget Reservation BRPO001343.

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. RFQ016877).    Five bids were received.

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

Dell Marketing LP, CC# 010030 expires June, 10, 2021, All Items, $1.00
Total Estimated Annual Expenditure: $1,698,832.37, Department of Technology, the sole user.

Emergency Designation:  The Finance and Management Department respectfully requests this legislation to be considered an emergency ordinance because desktop software is crucial the day to day City operations.

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 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 contract for the option to purchase a Microsoft Enterprise Agreement with Dell marketing LP; to authorize the expenditure of $1.00 from General Budget Reservation BRPO001343; and to declare an emergency. ($1.00).

**WHEREAS,** the Microsoft Enterprise Agreement UTC will provide for the purchase of desktop software and server support to license software for use by the City of Columbus; and,

**WHEREAS,** the Purchasing Office advertised and solicited formal bids on November, 12, 2020, and selected the overall lowest, responsive, responsible and best bidder; and

**WHEREAS,** an emergency exists in the usual daily operation of the Department of Technology in that it is necessary to authorize the Finance and Management Director to immediately enter into a Universal Term Contract for the option to purchase a Microsoft Enterprise Agreement because desktop software is crucial the day to day City operations, 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 a Microsoft Enterprise Agreement in accordance with Request for Quotation RFQ016877 for a term of approximately three years, expiring December 31, 2023 with no renewal term, as follows:

Dell Marketing LP, All Items, $1.00

**SECTION 2.** That the expenditure of $1.00 is hereby authorized from General Budget Reservation BRPO001343 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.