



## Legislation Text

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**File #:** 1020-2021, **Version:** 1

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This legislation authorizes the Director of the Department of Technology, on behalf of the Department of Human Resources, to enter into a contract with iReportSource to renew and expand a contract for onboarding, hosting services, technical support, and maintenance and support services for the the iReport Software system. The original purchase order (PO183044) was established by the Public Service Department in 2019 and was most recently renewed on July 31, 2020. This contract will provide service from April 1, 2021 through March 31, 2022 at a cost of \$120,800.00.

iReport is a risk management software solution that Public Service uses for training, near misses, safety audits, incident reporting, tracking, and investigative purposes. Human Resources, Citywide Occupational Safety and Health Program (COSHIP) will become the system administrator and expand use to the entire City enterprise for the same purpose (Citywide Solution).

iReportSource is the sole provider of hosting services, technical support and maintenance and support services for iReportSource software. As such, this ordinance is being established in accordance with the sole source provisions of the Columbus City Code, Section 329.07.

### **EMERGENCY DESIGNATION:**

Emergency action is requested to expedite authorization of this contract in order to begin immediate implementation of a Citywide solution and to initiate services from the supplier at the prices proposed.

### **FISCAL IMPACT:**

The cost for this 2021 contract with iReportSource for onboarding, technical support, maintenance and hosting services for the the iReport Software system is \$120,800.00. Funds were budgeted and available within the Department of Human Resource's direct charge allocation of the Department of Technology, Information Services Operating Fund.

### **CONTRACT COMPLIANCE:**

Vendor Name: iReportSource; DAX Vendor Acct./CC#: # 025604 Expiration Date: 2/5/2023

To authorize the Director of the Department of Technology, on behalf of the Department of Human Resources, to enter into a contract with iReportSource to renew and expand a contract for onboarding, hosting services, technical support, and maintenance and support services for the iReport Software system; in accordance with sole source procurement provisions of the Columbus City Codes; to authorize the expenditure of \$120,800.00 from the Human Resource Department's direct charge allocation of the Department of Technology, Information Services Operating Fund; and to declare an emergency. (\$120,800.00)

**WHEREAS**, this legislation authorizes the Director of the Department of Technology, on behalf of the Department of Human Resources, to enter into a contract with iReportSource to renew and expand a contract for onboarding, hosting services, technical support, maintenance and support services for the iReport Software system, in the amount of \$120,800.00, for the coverage term period from April 1, 2021 through March 31, 2022; and

**WHEREAS**, the original purchase order (PO183044) was established by the Public Service Department in 2019 and was most recently renewed on July 31, 2020; and

**WHEREAS**, iReport is a risk management software solution that Public Service uses for training, safety audits, near misses, incident reporting, tracking, and investigative purposes. Human Resources, Citywide Occupational Safety and

Health Program (COSHIP) will become the system administrator and expand use to the entire City enterprise for the same purpose (Citywide Solution); and

**WHEREAS**, iReportSource is the sole provider of hosting services, technical support and maintenance and support services for iReportSource software. As such, this ordinance is being established in accordance with the sole source provisions of the Columbus City Code, Section 329.07; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Human Resources, in that it is immediately necessary to authorize the Director of the Department of Technology, on behalf of the Department of Human Resources, to enter into a contract with iReportSource to renew and expand a contract for onboarding, technical support, maintenance and hosting services for the the iReport Software system to avoid interruption in services; now, therefore:

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Director of the Department of Technology, on behalf of the Department of Human Resources, be and is hereby authorized to renew and expand a contract with iReportSource for onboarding, hosting services, technical support, and maintenance and support services for the iReport Software system, in the amount of \$120,800.00, for the coverage term period from April 1, 2021 through March 31, 2022.

**SECTION 2.** That the expenditure of \$120,800.00, or so much thereof as may be necessary is hereby authorized to be expended as follows in the attachment to this ordinance. **(Please see attachment 1020-2021 EXP):**

**SECTION 3.** That the monies in the foregoing Sections shall be paid upon order of the Director of Technology, and that no order shall be drawn or money paid except by voucher, the form of which shall be approved by the City Auditor.

**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 the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

**SECTION 6.** That this contract is in accordance with the sole source provisions of the Columbus City Code, Chapter 329.

**SECTION 7.** 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.