



Legislation Text

File #: 3208-2021, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Multi-Functional Printers with Gordon Flesch Company, Inc. The Division of Fire is the sole user for the Multi-Functional Printers. This equipment is used to print, scan, fax, and reproduce documents. The term of the proposed option contract would be approximately three (3) years, expiring October 31, 2024, with the option to renew for two (2) additional years. The Purchasing Office opened formal bids on October 21, 2021. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001670.

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. RFQ019831. Three (3) bids were received.

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

Gordon Flesch Company, Inc., CC# 007733 expires March 16, 2023, All items and catalogue, \$1.00
Total Estimated Annual Expenditure: \$258,650.00, Division of Fire, the sole user.

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 BRPO001670. Division of Fire 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 Multi-Functional Printers with Gordon Flesch Company, Inc.; to authorize the expenditure of \$1.00 from General Budget Reservation BRPO001670. (\$1.00).

WHEREAS, the Multi-Functional Printers UTC will provide for the purchase of color, black and white printer copiers used to print, scan, fax, and reproduce documents; and,

WHEREAS, the Purchasing Office advertised and solicited formal bids on October 21, 2021 and selected the overall lowest, responsive, responsible and best bidder; and

WHEREAS, it has become necessary in the daily operation of the Department of Public Safety, Division of Fire, to authorize the Director of Finance and Management to enter into a Universal Term Contract for the option to purchase Multi-Functional Printers; 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 Multi-Functional Printers in accordance with Request for Quotation RFQ019831 for a term of

approximately three (3) years, expiring October 31, 2024, with the option to renew for Two (2) additional year, as follows:

Gordon Flesch Company, Inc., All items and catalogue, \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001670 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.