



# City of Columbus

Office of City Clerk  
90 West Broad Street  
Columbus OH 43215-9015  
columbuscitycouncil.org

## Legislation Text

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**File #: 0462-2023, Version: 1**

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This legislation authorizes the Director of the Department of Development to renew (Renewal No. 1) a contract with Perry Johnson & Associates, Inc. for one additional year of transcription services.

Original contract amount	\$ 1,000.00	PO315585
Renewal No. 1 amount	<u>\$ 0.00</u>	
Total contract amount	\$ 1,000.00	

Department of Development, Division of Planning solicited a vendor to perform transcription services. This service is used to create a written transcription of city Historic District Commission meetings from an audio file provided by the division. The transcription is used as a written record of a given meeting and serves the city in the instance that an appeal is made on the given commission's decision on a case.

The Department of Development advertised RFQ020455 on Vendor Services in November 2021 for these services. Five bids were received, and the Director of Development entered into contract with the lowest bidder under the authority of Columbus City Code Section 329.18. The original contract period is from the date of approval of the purchase order to February 28th, 2023, with an option to renew for one (1) additional year, starting March 1, 2023.

This legislation will extend the existing contract through February 28, 2024.

Emergency action is requested in order to continue to services without interruption.

To authorize the Director of Development to renew a contract with Perry Johnson & Associates, Inc to extend the agreement for one additional year; and to declare an emergency. (\$0.00)

**WHEREAS**, the Department of Development advertised RFQ020455 on Vendor Services in November 2021 for these services. Five bids were received, and the Director of Development entered into contract with the lowest bidder under the authority of Columbus City Code Section 329.18; and

**WHEREAS**, the Director of Development wishes to renew the contract with Perry Johnson & Associates, Inc. for one additional year for transcription services; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Development in that it is immediately necessary to authorize Director to renew this contract extension to continue program services without interruption; now, therefore

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

**SECTION 1.** That the Director of Development be and is hereby authorized to renew the contract with Perry Johnson & Associates, Inc. to extend the contract end date to February 28, 2024 for transcription services.

**SECTION 2.** This modification is made in accordance with the relevant provisions of the City Code Charter 329 relating to contract modifications.

**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 approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.