



Legislation Text

File #: 0473-2024, **Version:** 1

Background: This ordinance authorizes the City Auditor to set up an auditor's certificate in the amount of \$35,000.00 for the purchase of multi-function copier equipment for the Recreation and Parks Department. These purchases will be made through the City of Columbus Purchasing Office. All bids will be obtained and contracts awarded in compliance with the relevant provisions of the Columbus City Code Chapter 329. This ordinance will set up all of the funding required to enter into contracts with the vendors on an as-needed basis. Competitive bids will be solicited and opened by the Purchasing Office, obtained through any current universal term contract, or state term contract as authorized by ordinance number 582-87. The new equipment will replace aging equipment used by the Recreation and Parks Department for copying, printing, scanning, and faxing.

Emergency Justification: Emergency action is requested in order to replace aged and failing multi-function copier equipment that is used on a daily basis by many staff. This ordinance is establishing the funding required for the equipment being purchased. Equipment will be ordered immediately upon the approval of this ordinance and resulting purchase orders.

Benefits to the Public: Having this funding in place for multi-function copier equipment will ensure that the Recreation and Parks Department's daily copying, printing, scanning, and faxing capabilities can continue uninterrupted.

Community Input Issues: The community expects that Recreation and Parks be able to utilize technology for efficient copying, printing, scanning, and faxing.

Area(s) Affected: Citywide (99) - The entire City of Columbus is affected by having the funding in place to purchase multi-function copier equipment to support daily operations.

Master Plan Relation: This certificate and resulting copying, printing, scanning, and faxing will support the Recreation and Parks Master Plan by helping to ensure that the organization is achieving greater efficiency and functionality.

Fiscal Impact: \$35,000.00 is budgeted and available from and within the Recreation and Parks Permanent Improvement Fund 7747 to meet the financial obligations of these various expenditures.

To authorize and direct the City Auditor to establish an auditor's certificate in the amount of \$35,000.00 for the purchase of multi-function copier equipment for the Recreation and Parks Department; to authorize the appropriation of \$34,931.36 within the Recreation and Parks Permanent Improvement Fund; to authorize the transfer of \$34,931.36 within the Recreation and Parks Permanent Improvement Fund; to authorize the amendment of the 2023 Capital Improvements Budget; to authorize the expenditure of \$35,000.00 from the Recreation and Parks Permanent Improvement Fund; and to declare an emergency. (\$35,000.00)

WHEREAS, it is necessary that the City Auditor establish an auditor's certificate in the amount of \$35,000.00 for the purchase of multi-function copier equipment for the Recreation and Parks Department; and

WHEREAS, funding is budgeted and available from within the Recreation and Parks Permanent Improvement Fund 7747 to meet the financial obligations of these various expenditures; and

WHEREAS, it is necessary to authorize the appropriation of \$34,931.36 within the Recreation and Parks Permanent Improvement Fund 7747; and

WHEREAS, it is necessary to authorize the transfer of \$34,931.36 within the Recreation and Parks Permanent Improvement Fund 7747; and

WHEREAS, it is necessary to authorize the amendment of the 2023 Capital Improvements Budget Ordinance 1711-2023 in order to provide sufficient budget authority for this and future projects; and

WHEREAS, an emergency exists in the usual daily operations of the Recreation and Parks Department in that it is immediately necessary to authorize the establishment of this auditor's certificate in order to have multi-function copier equipment delivered and available as soon as possible in order to replace aged and failing equipment that is used on a daily basis by many staff, and this ordinance is establishing the funding required for the equipment being purchased, and equipment will be ordered immediately upon the approval of this ordinance and resulting purchase orders, all for the preservation of public health, peace, property, safety, and welfare; **NOW, THEREFORE**

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

SECTION 1. That the City Auditor is authorized and directed to establish an auditor's certificate in the amount of \$35,000.00 the purchase of multi-function copier equipment for the Recreation and Parks Department.

SECTION 2. 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 3. 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 4. That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

SECTION 5. That the appropriation of \$34,931.36 is authorized within the Recreation and Parks Permanent Improvement Fund 7747 per the accounting codes in the attachment to this ordinance.

SECTION 6. That the transfer of \$34,931.36 or so much thereof as may be needed, is hereby authorized between projects within the Recreation and Parks Permanent Improvement Fund 7747 per the account codes in the attachment to this ordinance.

SECTION 7. That the 2023 Capital Improvements Budget Ordinance 1711-2023 is hereby amended as follows in order to provide sufficient budget authority for this ordinance and future projects.

Fund / Project / Project Name / Current Revised Authority / Current Remaining Authority / Change / Amended Revised Authority / Amended Remaining Authority

Fund 7747 / P747999-100000 / Unallocated Balance Fund 7747 (Carryover) / \$400,874 / \$400,874 / \$195,968 / \$596,842 / \$596,842 (to match cash)

Fund 7747 / P747999-100000 / Unallocated Balance Fund 7747 (Carryover) / \$596,842 / \$596,842 / (\$34,931) / \$561,911 / \$561,911

Fund 7747 / P510040-100000 / Recreation and Parks Equipment (Carryover) / \$50,069 / \$69 / \$34,931 / \$85,000 /

\$35,000

SECTION 8. That the expenditure of \$35,000.00 or so much thereof as may be necessary to pay the cost thereof, be and is hereby authorized from the Recreation and Parks Permanent Improvement Fund 7747 in object class 06 Capital Outlay per the accounting codes in the attachment to this ordinance.

SECTION 9. That this Council hereby recognizes that this ordinance does not identify specific contractors or vendors for the expenditure purposes authorized herein and hereby delegates sole and final contracting decisions relative to the determination of lowest, best, most responsive and most responsible vendor(s) to the Director of Recreation and Parks. All contracts will be entered into in compliance with the relevant procurement provisions of the Columbus City Codes Chapter 329.

SECTION 10. 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 (10) days after passage if the Mayor neither approves nor vetoes the same.