

**Columbus Consolidated Government
Council Meeting Agenda Item**

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| TO: | Mayor and Councilors |
| AGENDA SUBJECT: | Janitorial Supplies for the Columbus Civic Center and Ice Rink (Annual Contract) – RFB No. 22-0004 |
| INITIATED BY: | Finance Department |

It is requested that Council approve the purchase of janitorial supplies for the Columbus Civic Center and Ice Rink from COPACO, Inc (Columbus, GA) for the total estimated annual contract value of \$46,745.05.

The supplies will be purchased on an “as needed” basis and will include the following items: paper towels, bathroom tissue, toilet seat covers, hand soap, air freshener, feminine products, multi-purpose cleaner, can liners and other related items. Contractor will be required to install product dispensers and any other additional replacement dispensers on an “as needed” basis. All installed dispensers will become the property of the Civic Center and Ice Rink after completion or termination of the contract.

The term of contract shall be for two years, with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

Bid specifications were posted on DemandStar, the City’s website and Georgia Procurement Registry on July 26, 2021. Bid responses were received on August 18, 2021. This bid has been advertised, opened and reviewed. The bidders were:

| Bidders | Estimated Annual Contract Value |
|---|--|
| COPACO Inc (Columbus, GA) | \$46,745.05 |
| Bama-Bio Tech Corp (Vernon, AL) | \$1,346.75* |
| Central Poly-Bag Corp (Linden, NJ) | \$6,684.00* |
| Interboro Packaging (Montgomery, NY) | \$7,440.00* |
| Acuity – Zep Sales (Atlanta, GA) | \$8,375.00* |
| State Industrial Products (Cleveland, OH) | \$9,681.50* |
| Pyramid School Products (Tampa, FL) | \$14,731.71* |
| Smithconn Supply, Inc (Auburn, GA) | \$41,026.30* |
| EVF Procurement, LLC (Highland Park, NJ) | \$64,805.80 |

***Vendor did not bid all line items.**

Funds are budgeted each fiscal year for this on-going expense: Civic Center Fund – Civic Center – Civic Center Operations - Operating Materials, 0757-160-1000-CIVC-6728.

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A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF JANITORIAL SUPPLIES FOR THE CIVIC CENTER AND ICE RINK FROM COPACO, INC (COLUMBUS, GA) FOR THE ESTIMATED ANNUAL CONTRACT VALUE OF \$46,745.05

WHEREAS, the supplies will be purchased on an “as needed” basis, and will include the following items: paper towels, bathroom tissue, toilet seat covers, hand soap, air freshener, feminine products, multi-purpose cleaner, can liners and other related items; and,

WHEREAS, the term of contract shall be for two years, with the option to renew for three additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to purchase janitorial supplies for the Civic Center and Ice Rink from COPACO, Inc (Columbus, GA) for the estimated annual contract value of \$46,745.05. Funds are budgeted each fiscal year for this ongoing expense: Civic Center Fund – Civic Center – Civic Center Operations – Operating Materials, 0757-160-1000-CIVC-6728.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2021 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____
- Councilor Barnes voting _____
- Councilor Crabb voting _____
- Councilor Davis voting _____
- Councilor Garrett voting _____
- Councilor House voting _____
- Councilor Huff voting _____
- Councilor Thomas voting _____
- Councilor Tucker voting _____
- Councilor Woodson voting _____

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor