



City of Columbus

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

Legislation Text

File #: 2250-2022, **Version:** 1

Background: This ordinance authorizes the Finance and Management Director to establish purchase orders for automotive preventative maintenance services on behalf of the Fleet Management Division, in order to maintain City vehicles. These purchase orders will be issued from Universal Term Contracts previously established by the City of Columbus, Purchasing Office.

Valvoline LLC, CC# 61-1782197, Vendor# 019406 PA004801 - Auto PM Services UTC - expires 6/6/2024

Emergency action is requested so that preventative maintenance services for the City's vehicle fleet can continue uninterrupted.

Fiscal Impact: This ordinance authorizes an expenditure of \$90,000.00 from the Fleet Management Operating Fund from previously established Universal Term Contracts for automotive preventative maintenance services related to City vehicles. In 2021, the Fleet Management Division expended \$135,000 for preventative maintenance services. In 2020 the Fleet Management Division expended \$74,000.

To authorize the Finance and Management Director to establish various purchase orders for automotive preventative maintenance services on behalf of the Fleet Management Division, per the terms and conditions of various previously established Universal Term Contracts; to authorize the expenditure of \$90,000.00 from the Fleet Management Operating Fund; and to declare an emergency. (\$90,000.00)

WHEREAS, the Finance and Management Department, Fleet Management Division, has a need to purchase automotive preventative maintenance services for vehicles operated by the City; and

WHEREAS, Valvoline LLC successfully bid and was awarded contract PA004801 - Auto PM Services UTC, expires 9/30/22; and

WHEREAS, funding for this purchase is budgeted and available within the Fleet Management Operating Fund; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Finance and Management, Fleet Management Division, to authorize the Finance and Management Director to establish purchase orders with Valvoline LLC for the purchase of preventative maintenance services so that PM service for the City's vehicle fleet can continue uninterrupted, thereby preserving the public safety, health, peace, property, and welfare, **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 issue purchase orders for the Fleet Management Division, per the terms and conditions of established Universal Term Contracts for vehicle fuel and fueling services, as follows:

Valvoline LLC, CC# 61-1782197, Vendor# 019406 PA004801 - Auto PM Services UTC - expires 6/6/24

SECTION 2. That the expenditure of \$90,000.00, or so much thereof as may be necessary in regard to the action

authorized in Section 1, is hereby authorized in Fund 5200 Fleet Management Operating Fund in object class 02 per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 2250-2022 Legislation Template.xls

SECTION 3. That the monies in the foregoing Sections shall be paid upon order of the Director of Finance and Management, 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 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.