



Legislation Details (With Text)

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File created: 7/6/2023 **In control:** Finance Committee

On agenda: 7/31/2023 **Final action:** 8/2/2023

Title: To authorize the Finance and Management Director, on behalf of the Fleet Management Division, to establish purchase orders with Grimco Inc and Hyatt's Graphic Supply Co. Inc, for the purchase of Gerber and 3M films and foils; and to authorize the expenditure of \$69,376.95 from 2023 Fleet Purchase Plan (ACPR002432); and to declare an emergency. (\$69,376.95)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/2/2023	1	ACTING CITY CLERK	Attest	
8/2/2023	1	MAYOR	Signed	
7/31/2023	1	COUNCIL PRESIDENT	Signed	
7/31/2023	1	Columbus City Council	Approved	Pass

Background: This ordinance authorizes the Finance and Management Director to establish purchase orders with Grimco Inc. (\$4,936.00) and Hyatt's Graphic Supply Co. Inc (\$64,440.95) for a total of \$69,376.95 for the purchase of Gerber and 3M films and foils per the results of bid RFQ025098. These films and foils will be used to replace and repair emblems and markings on City vehicles. This bid was processed in accordance with the competitive bidding provisions of Columbus City Code. Four (4) responses were received and opened for bid -RFQ025098 on June 29, 2023 as follows:

- Grimco Inc., Vendor #023773, FID 43-0955083, Exp. 08/19/2024 - \$4,936.00
- Hyatt's Graphic Supply Co. Inc, Vendor #000798, FID 16-0874429, Exp. 06/12/2025 - \$64,440.95
- Flower Branch MFG Vendor #045716, FID 84-5065950, Exp. 06/14/2025
- Technology International Inc Vendor #009840, FID 65-0342335, Exp. 05/12/2025

The Finance and Management Department therefore recommends that lines 3-4 of RFQ025098 be awarded to Grimco Inc, and lines 1-2 and line 5-10 of RFQ025098 be awarded to Hyatt's Graphic Supply Co. Inc as the lowest, most responsive and responsible bidders.

- Grimco Inc., Vendor #023773, FID 43-0955083 \$4,936.00
- Hyatt's Graphic Supply Co. Inc, Vendor #000798, FID 16-0874429 \$64,440.95

Fiscal Impact: This ordinance authorizes an appropriation and expenditure of \$69,376.95 from 2023 Fleet Purchase Plan (ACPR002432) with Grimco Inc.(\$4,936.00) and Hyatt's Graphic Supply Co. Inc (\$64,440.95) for the purchase of Gerber and 3M films and foils. In 2022, the Fleet Management Division expended \$57,644.22 for Gerber and 3M films and foils and in 2020 expenditures were \$4,800.00 for Gerber and 3M films and foils.

Emergency action is requested to ensure that a purchase order can be established as quickly as possible. The need for these items has increased as backlogged vehicle orders begin to be completed, putting Fleet Management in need of these

supplies to complete many critical city vehicles therefore emergency action is requested.

To authorize the Finance and Management Director, on behalf of the Fleet Management Division, to establish purchase orders with Grimco Inc and Hyatt's Graphic Supply Co. Inc, for the purchase of Gerber and 3M films and foils; and to authorize the expenditure of \$69,376.95 from 2023 Fleet Purchase Plan (ACPR002432); and to declare an emergency. (\$69,376.95)

WHEREAS, the City has a need for the purchase of Gerber and 3M films and foils for use at the Fleet Management Body Shop, and

WHEREAS, a formal bid (RFQ025098) was advertised on 06/07/2023, and

WHEREAS, the Finance and Management Department recommends a bid award to Grimco Inc. for lines 3-4 and a bid award to Hyatt's Graphic Supply Co Inc. for lines 1-2 and lines 5-10 as the overall lowest, responsive, and responsible bidders, and

WHEREAS, funding for these films and foils are budgeted and available within the Fleet Management Special Income Tax Fund 4430; and

WHEREAS, an emergency exists in the usual daily operation of the City in that it is immediately necessary to authorize the Finance and Management Director to establish a purchase order with Grimco Inc. for the purchase of Gerber and 3M films and foils as backlogged vehicle orders begin to be completed, putting Fleet Management in need of these supplies to complete many critical city vehicles ;

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Finance and Management Director, on behalf of the Fleet Management Division, is hereby authorized to establish purchase orders with Hyatt's Graphic Supply Co. Inc and Grimco Inc. for the purchase of Gerber and 3M films and foils, as follows:

Request for Quotation RFQ025098:

Grimco Inc., \$4,936.00.

Hyatt's Graphic Supply Co. Inc - \$64,440.95

SECTION 2. That the expenditure of \$69,376.95 or so much thereof as may be necessary, in regard to the actions authorized in Section 1 are hereby authorized and approved from the 2023 Fleet Purchase Plan (ACPR002432): Fund 4430, Special Income Tax Fund, Subfund 443001, Object Class 06, Program FL005.

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 reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared an emergency measure and shall take effect and be enforced from and after its passage and approval by the

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