



Legislation Text

File #: 0779-2023, **Version:** 1

..Explanation

BACKGROUND: This legislation authorizes the Finance and Management Director to modify an existing Universal Term Contract (UTC) for the option to obtain Automotive Preventative Maintenance Services with Valvoline, LLC, CC#019406, expires 6/6/24. This contract provides for preventative maintenance services such as oil changes, filter replacements, checking and filing of fluid levels, and visual inspections for use city-wide. This modification is necessary to add two additional services (diesel full synthetic oil change and premium oil filters for Ford hybrid vehicles) and to modify the contract to allow for additional services and their related costs to be added when deemed by Division of Fleet Management to be necessary and appropriate. The contract, PO238448 was established in accordance with Request for Quotation RFQ015506 and will expire September 30, 2023.

No additional funds are necessary to modify the option contract as requested. The additional services being procured is within the scope and intention of the contract, but no allowance was made in the original contract specifications to add additional items when deemed necessary. The original contract was formally bid. The original terms and conditions will remain in effect; however the ability to add additional services as deemed necessary provide greater flexibility in maintaining the fleet of City vehicles.

EMERGENCY DESIGNATION: The Finance and Management Department respectfully requests this legislation be considered an emergency because the additions are immediately needed for vehicle maintenance.

FISCAL IMPACT: No funding is required to modify the option contract. Other agencies must set aside their own funding for their estimated expenditures.

To authorize the Finance and Management Director to modify the contract for the option to purchase Automotive Preventative Maintenance Services with Valvoline, LLC, and to declare an emergency.

WHEREAS, the Purchasing Office entered into a Universal Term Contract for Automotive Preventative Maintenance Services for use citywide; and,

WHEREAS, it is necessary to modify the existing Universal Term Contract with Valvoline LLC, to include ability to add additional services or products to the scope of the contract as deemed necessary and reasonable by Division of Fleet Maintenance; and,

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management in that it is necessary to authorize the Finance and Management Director to immediately modify a Universal Term Contract with the option to obtain Automotive Preventative Maintenance Services because the additions are immediately needed for vehicle maintenance, thereby preserving the public health, peace, property, safety, 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 modify a contract for option to obtain Automotive Preventative Maintenance Services with Valvoline LLC.

SECTION 2. That this modification is in accordance with relevant provisions of Section 329 of the Columbus City Code.

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