



Legislation Text

File #: 3538-2023, Version: 1

BACKGROUND: This legislation authorizes the Director of the Department of Finance and Management to establish Universal Term Contracts (UTCs) for the option to purchase Aftermarket Vehicle Parts with Genuine Parts Company dba NAPA Auto Parts and ADW1, LLC (ADW, LLC) dba Suburban Parts Source. The Division of Fleet Management is the primary user for Aftermarket Vehicle Parts. Aftermarket Vehicle Parts are used to repair and maintain City vehicles. The term of the proposed option contracts would be approximately two (2) years, expiring February 28, 2026, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on November 9, 2023. In addition, the expenditure of \$2.00 is hereby authorized from General Budget Reservation BRPO002253.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Section 329.18 relating to competitive bidding (Request for Quotation No. RFQ026110). Three (3) bids were received.

The Purchasing Office is recommending award to the overall lowest, responsive, responsible and best bidders as follows:

Genuine Parts Company dba NAPA Auto Parts, CC# 09445 expires 12/4/2025, All Items, \$1.00
ADW1, LLC (ADW LLC) dba Suburban Parts Source, CC# 047077 expires 10/25/2025, All Items, \$1.00
Total Estimated Annual Expenditure: \$2,000,000.00, Division of Fleet Management, the primary user

Emergency Designation: The Finance and Management Department respectfully requests this legislation to be considered an emergency ordinance to maintain an uninterrupted supply of these parts.

The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

FISCAL IMPACT: The expenditure of \$2.00 is hereby authorized from General Budget Reservation BRPO002253. City Agencies will be required to obtain approval to expend from their own appropriations for their estimated annual expenditures.

To authorize the Director of the Department of Finance and Management to enter into Universal Term Contracts for the option to purchase Aftermarket Vehicle Parts with Genuine Parts Company dba NAPA Auto Parts and ADW1, LLC (ADW, LLC) dba Suburban Parts Source; to authorize the expenditure of \$2.00; and to declare an emergency. (\$2.00).

WHEREAS, the Aftermarket Vehicle Parts UTC will provide for the purchase of Aftermarket Vehicle Parts used to repair City vehicles; and,

WHEREAS, the Purchasing Office advertised and solicited formal bids on November 9, 2023 and selected the overall lowest, responsive, responsible, and best bidders; and

WHEREAS, an emergency exists in the usual daily operation of the Division of Fleet Management to maintain an uninterrupted supply of these parts in that it is necessary to authorize the Director of the Department of Finance and Management to immediately enter into Universal Term Contracts for the option to purchase Aftermarket Vehicle Parts, for the immediate preservation of the public health, peace, property, and safety; **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 enter into the following Universal Term Contracts for the option to purchase Aftermarket Vehicle Parts in accordance with Request for Quotation RFQ026110 for a term of approximately two (2) years, expiring February 28, 2026, with the option to renew for one (1) additional year, as follows:

Genuine Parts Company dba NAPA Auto Parts, All Items, \$1.00
ADW1, LLC (ADW LLC) dba Suburban Parts Source, All Items, \$1.00

SECTION 2. That the expenditure of \$2.00 is hereby authorized from General Budget Reservation BRPO002253 of this ordinance to pay the cost thereof.

SECTION 3. 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 4. That for the reason 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.