



## Legislation Text

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**File #:** 1610-2007, **Version:** 1

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**Background:** This ordinance authorizes the Finance and Management Director to issue blanket purchase orders for various automotive equipment, parts, supplies, and services for the Fleet Management Division without the use of formal competitive bidding and to issue blanket purchase orders for various sole source automotive equipment parts, supplies, and services for the Fleet Management Division.

The vehicles needing sole source parts and services are specific to particular duties. For emergency services, refuse collection, snow removal and related services, repair work must be done to meet the division's needs to keep this equipment operational within a minimal amount of time (sometimes less than 24 hours).

The sole source vendors listed herein are 1) local makers and distributors of vehicle equipment and parts, 2) the local authorized dealers for manufacturer's parts, or 3) the only authorized facility to perform manufacturer or warranty repairs within a geographic area (City of Columbus, Franklin County).

Attempts have been made to formally bid many of these parts and services. However, these vendors generally do not bid, recognizing that they are the only authorized dealer in the immediate geographic area to perform services or supply parts.

Fee/pricing structure is determined by the vendor at the time of repair or acquisition of the part due to the exclusive nature of being the sole authorized dealer.

Other blanket purchase orders authorized by this ordinance are awarded through bid waivers. Fleet Management is in the process of completing universal term contracts through formal bidding for several of these parts and services; however these will not be completed prior to 2008. Other informal bids have been solicited without vendors submitting quotes, including lift cab pump assemblies, pothole patcher augers, skid loader weights, and freeway mower aerators.

Given the diversity of the City's fleet of approximately 3,200 on-road vehicles and thousands of off-road motorized equipment, and the complexity of today's vehicles, it is not possible to anticipate all parts, supplies, and services requirements. Because of these circumstances, the City must purchase automotive equipment parts, supplies, and services that are not available from City-wide universal term contracts (UTC).

**Fiscal Impact:** The third quarter financial reviews for the Fleet Management Services Fund showed projected surpluses in Personnel, and Interest (payments), and a projected deficit in Supplies. This ordinance transfers the surpluses from Personnel (\$24,341) and Interest (\$32,225) to Supplies, as well as increasing the appropriation of Supplies by an additional \$261,190. This ordinance authorizes the expenditure of \$132,124.

**Emergency action** is requested to ensure an uninterrupted supply of parts, supplies and services to maintain the City's fleet.

To authorize the transfer of funds within the Fleet Management Services Fund; to authorize a supplemental appropriation of \$261,190.00 from the unappropriated balance of the Fleet Management Services Fund; to authorize the Finance and Management Director to issue blanket purchase orders for various automotive equipment parts, supplies, and services for the Fleet Management Division according to the Columbus City Codes provisions for bid waiver and sole source procurement; to authorize the expenditure of \$132,124.00 from the Fleet Management Services Fund; to waive the competitive bidding requirements of the Columbus City Codes; and to declare an emergency. (\$132,124.00)

**WHEREAS,** the purchase of various automotive parts, supplies, and services cannot reasonably be anticipated for all vehicles and motorized equipment maintained by the Fleet Management Division, and

**WHEREAS**, it is in the best interest of the City of Columbus to waive formal competitive bidding requirements for the purchase of various automotive equipment parts, supplies, and services, and

**WHEREAS**, informal bids are taken for these automotive equipment parts, supplies, and services when practical, and

**WHEREAS**, at times providers of various automotive equipment parts, supplies, and services do not submit bids because they are the sole authorized parts vendor or repair facility within the geographic area known as the City of Columbus, Franklin County, and

**WHEREAS**, the Fleet Management Division has a need to procure automotive equipment parts, supplies, and services from local authorized parts vendors and repair facilities in order to repair a variety of city vehicles on short notice, especially emergency service and refuse collection vehicles, and

**WHEREAS**, it is necessary to transfer funds within the Fleet Management Services Fund in order to ensure proper funding for parts and services, and

**WHEREAS**, it is necessary to increase appropriation within the Fleet Management Services Fund in order to ensure proper funding for parts and services, and

**WHEREAS**, an emergency exists in the usual daily operation of the Finance and Management Department, Fleet Management Division, in that it is immediately necessary to arrange for the purchase of various automotive equipment parts, supplies and services to maintain an uninterrupted supply, thereby ensuring that City vehicles, including police cruisers, fire trucks, and Refuse collection trucks stay in operational order, 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 City Auditor is hereby authorized to transfer funds within the Fleet Management Services Fund as follows:

FROM:

Dept/Div: 45-05 | Fund 513 | Object Level 3: 1000 | OCA: 451347 | Amount: \$23,914

Dept/Div: 45-50 | Fund 513 | Object Level 3: 1000 | OCA: 451208 | Amount: \$427

Dept/Div: 45-05 | Fund 513 | Object Level 3: 7000 | OCA: 453888 | Amount: \$32,225

TO:

Dept/Div: 45-05 | Fund 513 | Object Level 3: 2000 | OCA: 451347 | Amount: \$56,566

**SECTION 2.** That from the unappropriated monies in the Fleet Management Services Fund No. 513, and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the fiscal year ending December 31, 2007, the sum of \$261,190.00 is appropriated as follows:

Division: 45-05

Fund: 513

OCA Code: 451347

Object Level 1: 02

Object Level 3: 2084

Amount: \$261,190.00

**SECTION 3.** That the Finance and Management Director is authorized to establish blanket purchase orders for automotive equipment parts, supplies, and services without benefit of formal competitive bidding provided the Fleet Management Division Administrator first authorizes the purchase via the issuance of Fleet Management purchase orders and that the blanket purchase orders are certified from the Auditor's Certificate established by this ordinance.

**SECTION 4.** That the vendors and amounts for parts, supplies and accessories authorized by SECTION 3 of this ordinance will be certified from the Auditor's Certificate as follows:

<u>VENDOR</u>	<u>CC#</u>	<u>EXPIRES</u>	<u>OL3</u>
Ace Truck Body	310936828	11/15/08	2284
Blacco	310805040	04/27/09	2284

Bobby Layman	310839082	03/09/08	2284
Carquest Auto Parts	311475987	04/05/09	2284
Delta Marine	310834246	05/11/08	2284
Fire Shield (Thomas Erwin)	311428755	05/23/09	2284
Ohio Underground	311720417	05/01/08	2284
W W Grainger	361150280	08/13/09	2284

**SECTION 5.** That the vendors and amounts for automotive services authorized by SECTION 3 of this ordinance will be certified from the Auditor's Certificate as follows:

<u>VENDOR</u>	<u>CC#</u>	<u>EXPIRES</u>	<u>OL3</u>
Blackburn's Fabrication	311446789	01/31/08	3373
Capitol City Cylinder	311160791	01/27/08	3373
CW Demary	310743464	06/13/09	3373
Hydro Supply	311065617	02/18/08	3373
Klean A Kar	310626434	05/08/08	3373
McNeilus	411314526	06/12/09	3373
Refuel	203204086	09/28/08	3373
Safety Vision	760390640	09/23/08	3373

**SECTION 6.** That in accordance with Section 329.27 of the Columbus City Codes, the Columbus City Council finds it in the best interest of the City of Columbus to waive formal competitive bidding requirements as they pertain to the action authorized in SECTION 3 of this ordinance and that Sections 329.06 and 329.07 of the Columbus City Codes are hereby waived.

**SECTION 7.** That the expenditure of \$72,124.00, or so much thereof as may be needed in regard to the action authorized in SECTION 3 of this ordinance, is hereby authorized and directed to be expended from the Fleet Management Services Fund 513, Department No. 45-05, OCA Code 451347, Object Level One 02 and Object Level One 03 as follows, to pay the cost thereof:

<u>Object Level Three Code</u>	<u>Amount</u>
2284	\$28,996.00
3373	\$43,128.00

**SECTION 8.** That the Finance and Management Director be and hereby is authorized and directed to establish blanket purchase orders for sole source automotive equipment parts, supplies, and services according to Section 329.07(e), Sole Source Procurement, provided the Fleet Management Division Administrator first authorizes the purchase via the issuance of Fleet Management purchase orders and that the blanket purchase orders are certified from the Auditor's Certificate established by this ordinance.

**SECTION 9.** That the vendors and amounts for automotive parts, supplies and accessories authorized by SECTION 8 of this ordinance will be certified from the Auditor's Certificate as follows:

<u>VENDOR</u>	<u>CC#</u>	<u>EXPIRES</u>	<u>OBJECT LEVEL THREE CODE</u>
Advantech	202190846	6/08/08	2284
FYDA Freightliner	310789102	11/14/08	2284
HD Industries	752117282	2/03/08	2284
Horton Emergency	352018529	09/18/09	2284
Utility Truck	310989420	1/25/08	2284

**SECTION 10.** That the vendors and amounts for automotive services authorized by SECTION 8 of this ordinance will be certified from the Auditor's Certificate as follows:

<u>VENDOR</u>	<u>CC#</u>	<u>EXPIRES</u>	<u>OBJECT LEVEL THREE CODE</u>
Center City Int'l	311048371	04/30/08	3373

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**SECTION 11.** That the expenditure of \$60,000, or so much thereof as may be needed in regard to the action authorized by SECTION 8 of this ordinance, is hereby authorized and directed to be expended from the Fleet Management Services Fund 513, Department No. 4505, OCA Code 451347 Object Level One 02 and Object Level One 03 as follows, to pay the cost thereof:

<u>Object Level Three Code</u>	<u>Amount</u>
2284	\$20,000
3373	\$40,000

**SECTION 12.** That for the reasons set forth 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.