



Legislation Details (With Text)

File #: 2422-2013 **Version:** 1

Type: Ordinance **Status:** Passed

File created: 10/8/2013 **In control:** Technology Committee

On agenda: 12/16/2013 **Final action:** 12/19/2013

Title: To authorize and direct the City Auditor to transfer appropriation of \$113,800.00 between Object Levels within the Department of Technology, Internal Services Fund, direct charge budget for DPU in order to provide the funding necessary to cover expenditures for the remainder of the year; to authorize the Director of the Department of Technology, on behalf of the Department of Public Utilities, to enter into an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for purchase and installation of an electronic key management system at \$174,085.00; to waive the competitive bidding provisions of the Columbus City Codes and to declare an emergency. (\$174,085.00)

Sponsors:

Indexes:

Code sections:

Attachments: 1. AwardLetter Key Management System 2013, 2. Scope of Work - Exhibit A, 3. DoT Attachment A Ord. # 2422-2013, 4. Bid Waiver Form Key Management System

| Date | Ver. | Action By | Action | Result |
|------------|------|-----------------------|----------|--------|
| 12/19/2013 | 1 | CITY CLERK | Attest | |
| 12/18/2013 | 1 | ACTING MAYOR | Signed | |
| 12/16/2013 | 1 | COUNCIL PRESIDENT | Signed | |
| 12/16/2013 | 1 | Columbus City Council | Approved | Pass |

BACKGROUND:

This ordinance authorizes and directs the City Auditor to transfer appropriation between Object Levels within the Department of Technology, Internal Services Fund, direct charge budget for DPU in order to provide the funding necessary to cover expenditures for the remainder of the year.

(*PLEASE SEE ATTACHMENT A ORD. NO. 2422-2013)

This ordinance also authorizes the Director of the Department of Technology, on behalf of the Department of Public Utilities (DPU), to enter into an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for purchase and installation of an electronic key management system. DPU requires a key management system to automate management of vehicle assignments through its automated vehicle location (AVL) system. Benefits of the system include: increased security and control over vehicles, preventing unauthorized key access; increased productivity and reduced liability; and reduction in the number of lost or misplaced keys. The term of this agreement is for one (1) year from the date of a purchase order certified by the City Auditor. This agreement includes two (2) annual options to renew, subject to mutual agreement and approval of proper City authorities. The cost for the first year of this agreement is \$174,085.00.

To procure these services, a Request for Proposals (SA005016) was published June 12, 2013. The solicitation received six (6) proposals, which were scored by an evaluation committee of seven (7) representatives from the Department of Technology, Department of Public Utilities, and Fleet Management Division. The committee scored

the proposals using the following criteria: competence of the offeror (up to 20 points), quality and feasibility of proposed system (20 points), ability of the offeror (20 points), past performance of the offeror (20 points), and the cost of the proposed system (20 points).

Based on a first round of scoring, the committee invited the three highest scoring offerors for further discussions and presentations. Incorporating the additional information provided, the committee rescored the finalist proposals using the same criteria described above. The final ranking of all proposals is in the award recommendation letter attachment. The committee recommended an award to Canadian Time Systems (dba Key Tracer Systems Inc.) the highest scoring offeror to the Director of the Department of Technology. The Director concurred with the committee's recommendation.

Because the RFP process was used to purchase the hardware associated with the key management system, instead of the Invitation to Bid (ITB) process, this ordinance requests waiver of competitive bidding provisions, in accordance with section 329.27 of Columbus City Code.

FISCAL IMPACT:

The funding associated with this ordinance is \$174,085.00. This ordinance authorizes a transfer of appropriation totaling \$113,800.00 between Object Levels within the Department of Technology, Internal Services Fund, direct charge budget for DPU to provide funding for expenditures accordingly.

EMERGENCY:

Emergency action is requested to expedite authorization of this contract in order to initiate services from the supplier at the prices proposed.

CONTRACT COMPLIANCE:

Vendor Name: Canadian Time Systems (dba Key Tracer Systems Inc.)
Expiration Date: 07/05/2015

CC #: 98 0620985

To authorize and direct the City Auditor to transfer appropriation of \$113,800.00 between Object Levels within the Department of Technology, Internal Services Fund, direct charge budget for DPU in order to provide the funding necessary to cover expenditures for the remainder of the year; to authorize the Director of the Department of Technology, on behalf of the Department of Public Utilities, to enter into an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for purchase and installation of an electronic key management system at \$174,085.00; to waive the competitive bidding provisions of the Columbus City Codes and to declare an emergency. (\$174,085.00)

WHEREAS, a Request for Proposals (SA005016) was published June 12, 2013 to procure a electronic key management system and services receiving six (6) proposals that was scored by an evaluation committee of seven (7) representatives from the Department of Technology, Department of Public Utilities, and Fleet Management Division with an award recommended to Canadian Time Systems (dba Key Tracer Systems Inc.) with the highest score and;

WHEREAS, this ordinance will authorize the Director of the Department of Technology, on behalf of the Department of Public Utilities, to enter into an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for the purchase and installation of an electronic key management system at a total cost of \$174,085.00 and;

WHEREAS, the term of this agreement is for one (1) year from the date of a purchase order certified by the City Auditor. This agreement includes two (2) annual options to renew, subject to mutual agreement and approval of proper City authorities and;

WHEREAS, this ordinance will also authorize and direct the City Auditor to transfer appropriation of \$113,800.00 between Object Levels within the Department of Technology, Internal Service Fund, and;

WHEREAS, due to the fact that the RFP process was used to purchase the hardware associated with the key management system, instead of the Invitation to Bid (ITB) process, this ordinance requests waiver of competitive bidding provisions, in accordance with section 329.27 of Columbus City Code.

WHEREAS, an emergency exists in the usual daily operations of the City of Columbus, Department of Technology, in that it is immediately necessary to authorize the Director of the Department of Technology, on behalf of the Department of Public Utilities, to enter into an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for the purchase and installation of an electronic key management system, so that the project can be completed without delay, 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 be and is hereby authorized and directed to transfer \$113,800.00 between Object Levels within the Department of Technology, Internal Service Fund, Direct charge budget for DPU (*PLEASE SEE ATTACHMENT A ORD. NO. 2422-2013).

SECTION 2: That the Director of the Department of Technology, on behalf of the Department of Public Utilities be and is hereby authorized and directed to enter into an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for purchase and installation of an electronic key management system at a total cost of \$174,085.00. The term of this agreement is for one (1) year from the date of a purchase order certified by the City Auditor. This agreement includes two (2) annual options to renew, subject to mutual agreement and approval of proper City authorities.

SECTION 3: That the expenditure of \$174,085.00 or so much thereof as may be necessary is hereby authorized to be expended from:

Hardware/Equipment 6649 - \$167,685.00

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 550| **OCA Code:** 514550| **Obj. Level 1:** 06| **Obj. Level 3:** 6649| **Amount** \$10,228.79|(DPU -Electricity)

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 600| **OCA Code:** 514600| **Obj. Level 1:** 06| **Obj. Level 3:** 6649| **Amount** \$65,061.78|(DPU -Water)

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 650| **OCA Code:** 514650| **Obj. Level 1:** 06| **Obj. Level 3:** 6649| **Amount** \$72,942.97|(DPU -Sewers & Drains)

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 675| **OCA Code:** 514675| **Obj. Level 1:** 06| **Obj. Level 3:** 6649| **Amount** \$19,451.46|(DPU - Stormwater)

Professional Services 3336 - \$6,400.00

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 550| **OCA Code:** 514550| **Obj. Level 1:** 03| **Obj. Level 3:** 3336| **Amount** \$ 390.40|(DPU -Electricity)

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 600| **OCA Code:** 514600| **Obj. Level 1:** 03| **Obj. Level 3:** 3336| **Amount**

\$2,483.20|(DPU -Water)

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 650|**OCA Code:** 514650| **Obj. Level 1:** 03| **Obj. Level 3:** 3336| **Amount**
\$2,784.00|(DPU -Sewers & Drains)

Dept./Div.: 47-01| **Fund:** 514| **Subfund:** 675|**OCA Code:** 514675| **Obj. Level 1:** 03| **Obj. Level 3:** 3336| **Amount** \$
742.40|(DPU - Stormwater)

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 changes to revise the funding source for any contract or contract modifications associated with this ordinance.

SECTION 6: That in accordance with Section 329.27 of the Columbus City Codes, City Council finds it to be in the best interest of the City of Columbus that the competitive bidding requirements be and are hereby waived.

SECTION 7: 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.