



## Legislation Details (With Text)

**File #:** 2008-2018      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 7/5/2018      **In control:** Technology Committee

**On agenda:** 7/23/2018      **Final action:** 7/25/2018

**Title:** To authorize the Director of the Department of Technology to enter into and to also modify an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for extended warranty services, maintenance and support services in accordance with sole source procurement provisions of Chapter 329 of the Columbus City Code; to authorize the expenditure of \$29,950.00 from the Department of Technology, Information Services Operating Fund; and to declare an emergency. (\$29,950.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2008-2018 EXP, 2. Sole Source Form Ord. No. 2008-2018, 3. Key Tracer - Sole Source Letter - April 27\_ 2018, 4. Key Tracer - Interem Warranty Agreement - PSC4 - 2018, 5. Key Tracer - Software Hardware Maint Agreement - PSC4 2018

Date	Ver.	Action By	Action	Result
7/25/2018	1	CITY CLERK	Attest	
7/24/2018	1	ACTING MAYOR	Signed	
7/23/2018	1	COUNCIL PRESIDENT	Signed	
7/23/2018	1	Columbus City Council	Approved	Pass

### **BACKGROUND:**

This ordinance authorizes the Director of the Department of Technology, on behalf of the Department of Public Utilities (DPU), to enter into a contract agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for maintenance and support services on an electronic key management system. The term of this maintenance and support agreement is for the period August 16, 2018 to August 15, 2019 at a cost of \$28,710.00.

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, reduced liability, and reduction in the number of lost or misplaced keys. The electronic key management system was originally procured by solicitation SA005016 and the original agreement (EL015195) was authorized by ordinance 2422-2013, passed December 16, 2013. The contract agreement was most recently authorized under the authority of Ordinance 1850-2017 passed by City Council on July 24, 2017 through purchase order PO076487.

This ordinance will also authorize the Director of the Department of Technology, on behalf of the Department of Public Utilities (DPU), to modify the contract agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for additional maintenance, support and extended warranty services on the electronic key management system, in the amount of \$1,240.00. The coverage term period is from March 10, 2018 through August 15, 2019 and co-terms the warranty of new equipment that was purchased in line with the annual maintenance and support coverage term period.

1. **Amount of additional funds to be expended: \$1,240.00**

Original contract amount: \$174,085.00

Maintenance and support agreement (via Ord. 1749-2016): \$22,480.00

Modification #1 (Ord. 2753-2016): \$30,650.00

Maintenance and support agreement (Ord. 1850-2017): \$30,960.00

Maintenance and support agreement (via this Ord. 2008-2018): \$28,710.00

Modification #2 (via this Ord. 2008-2018): \$1,240.00

Total amount of the original contract, maintenance agreement(s) and modification(s): \$288,125.00

2. **Reason additional goods/services could not be foreseen:**

Canadian Time Systems (dba Key Tracer Systems, Inc.) is the electronic key management system vendor and the need for the additional services (extended warranty and maintenance and support services) were not known at the time.

3. **Reason other procurement processes are not used:**

Canadian Time Systems (dba Key Tracer Systems, Inc.) is the sole source vendor for maintenance and support services for the electronic key management system. If DPU were to utilize a another vendor it would not be cost effective for the City of Columbus.

4. **How cost of modification was determined:**

A quote was provided by the vendor and accepted by the City of Columbus, Department of Technology.

This ordinance is being submitted in accordance with sole source procurement provisions of Chapter 329 of the Columbus City Code to continue services provided by Canadian Time Systems (dba Key Tracer Systems Inc.) as it has been determined that Key Tracer Systems Inc. is the sole distributor of the Key Tracer System, and does not utilize distributors or re-sellers for warranty services (hardware or software support) of its product.

**FISCAL IMPACT:**

In 2016 and 2017, \$53,130.00 and \$30,960.00 was authorized to be expended for professional, maintenance and support services of the Key Tracer Management System. This ordinance will authorize the expenditure of \$29,950.00, which includes \$28,710.00 for the annual maintenance and support services and also \$1,240.00 for additional extended warranty services and software maintenance and support services. Funds have been identified and are available within the Department of Technology, Information Services Operating Fund.

**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: Canadian Time Systems (dba Key Tracer Systems Inc.), DAX Vendor Acct. #: 011017;  
98-0620985; Expiration Date: 5/24/2019

CC/FID #:

To authorize the Director of the Department of Technology to enter into and to also modify an agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for extended warranty services, maintenance and support services in accordance with sole source procurement provisions of Chapter 329 of the Columbus City Code; to authorize the expenditure of \$29,950.00 from the Department of Technology, Information Services Operating Fund; and to declare an emergency. (\$29,950.00)

**WHEREAS**, it is 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 maintenance and support services on an electronic key management system; the term of this maintenance and support agreement is for

the period August 16, 2018 to August 15, 2019 at a cost of \$28,710.00; and

**WHEREAS**, DPU requires a key management system to automate management of vehicle assignments through its automated vehicle location (AVL) system. The electronic key management system was originally procured by solicitation SA005016 and the original agreement (EL015195) was authorized by ordinance 2422-2013, passed December 16, 2013. The agreement was most recently authorized under the authority of Ordinance 1850-2017 passed by City Council on July 24, 2017 through purchase order PO076487; and

**WHEREAS**, this ordinance will also authorize the Director of the Department of Technology, on behalf of the Department of Public Utilities (DPU), to modify the agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for additional maintenance, support and extended warranty services, in the amount of \$1,240.00. The coverage term period is from March 10, 2018 through August 15, 2019 and co-terms the extended warranty and maintenance and support services of new equipment that was purchased in line with the annual maintenance and support coverage term period; and

**WHEREAS**, the total amount of funding being requested for this legislation is \$29,950.00; and

**WHEREAS**, this agreement is being established in accordance with the sole source provisions of the Columbus City Code, Chapter 329; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Technology in that it is immediately necessary to authorize the Director, on behalf of the Department of Public Utilities, to enter into and modify an agreement with Canadian Time Systems (dba Key Tracer Systems, Inc.) for extended warranty services and maintenance and support services on an electronic key management system, 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 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 maintenance and support services on an electronic key management system at a total cost of \$28,710.00. The coverage term period is from August 16, 2018 through August 15, 2019. This ordinance will also modify the existing agreement with Canadian Time Systems (dba Key Tracer Systems Inc.) for additional maintenance and support and extended warranty services, in the amount of \$1,240.00. The coverage term period is from March 10, 2018 through August 15, 2019 and co-terms the warranty of new equipment that was purchased in line with the annual maintenance and support coverage term period. The total amount of funding being requested for this legislation is \$29,950.00.

**SECTION 2.** That the expenditure of \$29,950.00 or so much thereof as may be necessary is hereby authorized to be expended from: **Please see attachment 2008-2018 EXP)**

[\$28,710.00|

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 | Section 3: 470104 | Section 4: IS02 | Section 5: IT1308 {Electricity} | Amount: \$1,751.31**

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 | Section 3: 470104 | Section 4: IS02 | Section 5: IT1309 {Water} | Amount: \$11,139.48**

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 | Section 3: 470104 | Section 4: IS02 | Section 5: IT1310 {Sanitary Sewer} | Amount: \$12,488.85**

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 |**  
**Section 3: 470104 | Section 4: IS02 | Section 5: IT1311 {Storm Sewer} | Amount: \$3,330.36**

[Modification Amount - \$1,240.00]

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 |**  
**Section 3: 470104 | Section 4: IS02 | Section 5: IT1308 {Electricity} | Amount: \$75.64**

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 |**  
**Section 3: 470104 | Section 4: IS02 | Section 5: IT1309 {Water} | Amount: \$481.12**

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 |**  
**Section 3: 470104 | Section 4: IS02 | Section 5: IT1310 {Sanitary Sewer} | Amount: \$539.40**

**Dept.: 47 | Div.: 47-01 | Obj Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: CW001 |**  
**Section 3: 470104 | Section 4: IS02 | Section 5: IT1311 {Storm Sewer} | Amount: \$143.84**

**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 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 5:** That this agreement is being established in accordance with the sole source provisions of the Columbus City Code, Chapter 329.

**SECTION 6:** 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.