



## Legislation Text

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**File #:** 3020-2017, **Version:** 1

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**BACKGROUND:** This legislation establishes a universal term contract (UTC) for Fleet Vehicle Batteries for the Fleet Management Division. The term of the proposed option contract would be two years, expiring 9/30/2019.

The Purchasing Office opened formal bids on 8/24/2017 for Fleet Vehicle Batteries. The City advertised and solicited competitive bids in accordance with the relevant provisions of Columbus City Code 329.06 relating to competitive bidding, RFQ006374. Bids were set to open at 11:00AM (EST) and approximately 10:55AM (EST), the Purchasing Office received a call from Automotive Distributors Company Inc. that the company was ready to submit a proposal; however, due to an unexpected online Vendor Services outage immediately before the bid opening time, Automotive Distributors Company Inc was unable to complete their bid submission. The Purchasing Office verified there was one other bid that was affected by the outage.

All pricing and attachments were made and were reviewable but the vendor was unable to complete the submittal process. The staff of the Purchasing Office was able to verify that prices were inputted and that the system does not allow vendors to input pricing once a bid opening time has passed.

Since this was not due to any error or omission on the vendor's part, the Purchasing Office feels it was in the best interest of the City to consider the proposal on an informal basis and after comparing to other bids received it was determined that the pricing from Automotive Distributors Company Inc was in fact the lowest, responsible and responsive bidder. Therefore a request is being made for waiver of competitive bids so as to award to the lowest and best bidder, Automotive Distributors Company, Inc.

The Purchasing Office recommending award to what would have been lowest, responsible and best bidder:

Automotive Distributors Company Inc , Contract Compliance 311145093 expires 2/01/2018, All Items, \$1.00

Total estimated annual expenditure: \$150,000.00, Fleet Management, primary user.

**Emergency Designation:** This legislation is requested to be considered an emergency legislation so that a purchase contract can be in place to provide for this need in order to maintain a supply of batteries to ensure the proper maintenance of city vehicles.

This company is not debarred according to the Excluded Parties listing of the Federal Government and is not listed in the Auditor of States database for Findings for Recovery.

**FISCAL IMPACT:** Funding to establish this option contract is budgeted in the General Fund. City Agencies will be required to obtain approval to expend from their own appropriations for their estimated annual expenditures.

To authorize the Finance and Management Director to enter into a contract for the purchase Fleet Vehicle Batteries with Automotive Distributors Company Inc.; to authorize the expenditure of \$1.00 to establish the contract from the General Fund; to waive the provisions of City Code related to competitive bidding; and to declare an emergency. (\$1.00)

**WHEREAS**, the Purchasing Office advertised and solicited formal bids on 8/24/2017 and four bids were received; and

**WHEREAS**, due to an outage on the Vendor Services site the recommended vendor was unable to submit their bid although all pricing and necessary documents were attached and are viewable, it is in the City's best interest to waive the competitive bidding provisions of City Code Chapter 329 so as to award to the lowest and best bidder, Automotive Distributors Company, Inc.; and

**WHEREAS**, this ordinance addresses Purchasing objective of 1) maximizing the use of City resources by obtaining optimal products/services at low prices and 2) encouraging economic development by improving access to City bid opportunities and 3) providing effective option contracts for City agencies to efficiently maintain their supply chain and service to the public; and

**WHEREAS**, an emergency exists in the usual daily operation of the Finance and Management Department in that it is immediately necessary to authorize the Director to enter into a contract for the purchase of Fleet Vehicle Batteries, 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 be and is hereby authorized to enter into the following contract for the purchase of Fleet Vehicle Batteries until 9/30/2019 with the option to renew for one (1) additional year, as follows:

Automotive Distributors Company Inc, All Items, \$1.00

**SECTION 2.** That this Council finds it is in the best interest of the City to waive the competitive bidding provisions of City Code Chapter 329 to permit the aforementioned purchase.

**SECTION 3.** That the expenditure of \$1.00 is hereby authorized in Fund 1000 General Fund in Object Class 02 Materials and Supplies per the account codes in the attachment of this ordinance to pay the cost thereof.

**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 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.