



Legislation Text

File #: 2393-2018, **Version:** 1

Background: This ordinance authorizes the Finance and Management Director to establish purchase orders for automotive parts on behalf of the Fleet Management Division, in order to repair and service City vehicles. These purchase orders will be issued from Universal Term Contracts previously established by the Purchasing Office.

The Fleet Management Division is budgeted to spend \$4.5 million for parts for fleet of approximately 6,000 brass tag pieces of equipment. The Fleet Management Division processes over 40,000 work orders annually for all City vehicles and equipment and requires purchase orders with over 400 vendors to help meet this need.

Fiscal Impact: This ordinance authorizes an expenditure of \$1,600,000.00 from the Fleet Management Operating Fund from previously established Universal Term Contracts for parts related to City vehicles. For 2018, the Fleet Management Division budgeted \$4.5 million for parts, tires, and supplies to keep the City's vehicle fleet in operation. In 2017, the Fleet Management Division expended \$4.8 million for parts. Thus far in 2018, Fleet Management has expensed \$3.42 million for parts.

Emergency action is requested to ensure that purchase orders can be established to ensure an uninterrupted supply of automotive parts for Police, Fire, and Refuse Collection vehicles.

To authorize the Finance and Management Director to establish various purchase orders for automotive parts for the Fleet Management Division per the terms and conditions of previously established Universal Term Contracts; to authorize the expenditure of \$1,600,000.00 from the Fleet Management Operating Fund; and to declare an emergency. (\$1,600,000.00)

WHEREAS, various Universal Term Contracts (UTC) have been established through the formal competitive bidding process of the Purchasing Office for vehicle parts; and

WHEREAS, the Finance and Management Department, Fleet Management Division, needs to purchase automotive parts for motorized equipment and vehicles operated by the City; and

WHEREAS, it is necessary to authorize the expenditure of \$1,600,000.00 from the Fleet Management Operating Fund; 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 authorize the Finance and Management Director to issue various purchase orders for automotive parts from existing Universal Term Contracts, allowing for timely maintenance, repair, and general upkeep of approximately 6,000 City vehicles; 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 is hereby authorized to issue purchase orders for the Fleet Management Division, per the terms and conditions of all Universal Term Contracts for automotive parts and services, as follows:

AUTO PARTS

- All Auto Parts on previously established Universal Term Contracts, under the FLT specification

SECTION 2. That the expenditure of \$1,600,000.00, or so much thereof as may be necessary in regard to the action authorized in Section 1, is hereby authorized in Fund 5200 Fleet Management Operating Fund in object class 02 per the accounting codes in the attachment to this ordinance.

See Attached File: Ord 1739-2018 Legislation Template.xls

SECTION 3. That the Finance and Management Director is hereby authorized to issue purchase orders and establish contracts for parts, and supplies with various vendors on behalf of the Fleet Management Division to ensure no disruptions to operations and to establish Auditor's Certificates for the same.

SECTION 4. That the monies in the foregoing Sections shall be paid upon order of the Director of Finance and Management, and that no order shall be drawn or money paid except by voucher, the form of which shall be approved by the City Auditor.

SECTION 5. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

SECTION 6. That for reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared an emergency measure and shall take effect and be enforced from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.