File #: 2419-2019, **Version:** 1

Background: This ordinance authorizes the Finance and Management Director to establish a purchase order with Toyota Material Handling Ohio., in the amount of $36,594.00 for the purchase of three (3) battery-powered mobile vertical lifts per the results of bid RFQ13330. The lifts will be utilized by the Fleet Management Division. This bid was processed in accordance with the competitive bidding provisions of Columbus City Code. Five bids were received and opened for RFQ013330 on August 30, 2019 as follows:

Toyota Material Handling Ohio., (CC#: 46-1333053, exp. 2/7/19, MAJ) $36,594.00
All Around Access LLC (CC#: 27-3987945, exp. 6/18/21, MAJ) $40,848.00
Technology International Inc (CC#: 65-0342335, exp. 10/5/19, MAJ) $48,912.00
Allan San Diego (CC#: 47-1526839, exp. 3/19/21, MAJ) $63,731.25
JC Enterprises (CC#: 51-0589854, exp. 7/24/21, MAJ) $69,252.00

The Finance and Management Department therefore recommends the bid be awarded to Toyota Material Handling Ohio., as the lowest, most responsive and responsible bidder.

Toyota Material Handling Ohio. Vendor #008532, Certification EBO_CC, non MBE/FBE

Fiscal Impact: This ordinance authorizes an appropriation and expenditure of $36,594.00 from the Fleet Management Capital Fund with Toyota Material Handling Ohio., for the purchase of three (3) battery-powered mobile vertical lifts. The ordinance also authorizes the transfer of funds between projects within the Fleet Management Capital Fund and an amendment to the CIB. For 2019, the Fleet Management Division budgeted $800,000 for capital funded projects. In 2018 $200,110 was expended for capital funded projects.

To authorize the Finance and Management Director, on behalf of the Fleet Management Division, to establish a purchase order with Toyota Material Handling Ohio., for the purchase of three (3) battery-powered mobile vertical lifts; to authorize the transfer within and the expenditure of $36,594.00 from the Fleet Management Capital Fund; and to amend the 2019 Capital Improvement Budget. ($36,594.00)

WHEREAS, the City has a need for (the purchase of three (3) battery-powered mobile vertical lifts at the Fleet Management Administration Building, and

WHEREAS, a formal bid (RFQ013330) was advertised on August 21, 2019, and

WHEREAS, the Finance and Management Department recommends a bid award to Toyota Material Handling Ohio., as the overall lowest, most responsive, and responsible bidder, and

WHEREAS, funding for these mobile vertical lifts is budgeted and available within the Fleet Management Capital Fund; and

WHEREAS, it is necessary to authorize the transfer within Fund 5220 - Fleet Management Capital Fund; and

WHEREAS, it is necessary to authorize an amendment to the 2019 Capital Improvements Budget for purposes of providing sufficient funding and expenditure authority for the aforementioned project expenditure; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Finance and Management, Fleet Management Division, to authorize the Finance and Management Director to establish a purchase order with Toyota Material Handling Ohio for the purchase of three (3) battery-powered mobile vertical lifts; **NOW, THEREFORE**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Finance and Management Director, on behalf of the Fleet Management Division, is hereby authorized to establish a purchase order with Toyota Material Handling Ohio for the purchase of three (3) battery-powered mobile vertical lifts, as follows:

Request for Quotation RFQ013330: Toyota Material Handling Ohio., $36,594.00.

SECTION 2. That the transfer of $36,594.00 or so much thereof as may be needed, is hereby authorized between projects within Fund 5220 - Fleet Management Capital Fund, per the account codes in the attachment to this ordinance.

See Attached File: Ord 2419-2019 Legislation Template.xls

SECTION 3. That the 2019 Capital Improvements Budget is hereby amended, in Fund 5220 - Fleet Management Capital Fund, as follows:

Project ID | Project Name | Current Authority | Revised Authority | Change
P550001-100002 (carryover) |Fleet Facility Improvements CNG | $28,658 | $0 | -$28,658
P550002-100000 (carryover) |Fleet Automated Fuel Location Upgrades | $3,195 | $0 | -$3,195
P550007-100000 (carryover) |Fleet Facilities Capital Blanket | $5,976 | $1,233 | -$4,743
P550003-100000 (carryover) | Fleet Equipment Replacement | $0 | $36,594 | +$36,594

SECTION 4. That the expenditure of $36,594.00 or so much thereof as may be necessary, in regard to the actions authorized in Section 1 are hereby authorized and approved from the Fleet Management Capital Fund 5220, in Object Class 06 per the accounting codes in the attachment to the ordinance:

See Attached File: Ord 2419-2019 Legislation Template.xls

SECTION 5. 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 6. 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 7. 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 8. That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

SECTION 9. That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.