



Legislation Text

File #: 2088-2020, **Version:** 1

Background: This ordinance authorizes the Finance and Management Director to enter into contract with Contract Sweepers & Equipment Co. for the purchase of a walk behind floor scrubber. This equipment will be used to clean the interior parking and vehicle garages at the Fleet Management facility.

Formal bids were solicited via RFQ016367 and the City received five (5) bids on September 4, 2020 as follows:

Contract Sweepers & Equipment Co. - (CC#: 31-0780604, exp. 4/15/21, MAJ): \$10,689.00

Friends Business Source - (CC#: 34-1690683, exp. 4/20/22, MAJ): \$8,990.20 *

Grainger - (CC#: 36-1150280, exp. 3/4/22, MAJ): \$9,508.40 *

Tennant Sales & Service - (CC#: 41-1986217, exp. 10/10/21, MAJ): \$9,894.42 *

Tarazi, LLC - (CC#: 84-3647481, exp. 11/18/21, MAJ): \$11,800.00

* Three responses did not meet the specifications required. Tennant Sales & Service and Grainger both provided bids for a Tennant T500e floor scrubber which has a 340 Watt vacuum motor; the specs requested a 560 Watt or higher vacuum motor. Friends Business Source provided a bid for a NSS Wrangler floor scrubber which has disc brushes; the specifications requested cylindrical brushes.

The Fleet Management Division recommends the bid award be made to the lowest, responsive, and responsible bidder, Contract Sweepers & Equipment Company.

Contract Sweepers & Equipment Co CC#: 31-0780604 ; Expires 4-15-21

FISCAL IMPACT: This ordinance authorizes the expenditure of \$10,689.00 from the Fleet Management Capital Fund with Contract Sweepers & Equipment Co for the purchase of a walk behind floor scrubber. The ordinance also authorizes the transfer of funds between projects within the Fleet Management Capital Fund and an amendment to the 2019 Capital Improvement Budget. The Fleet Management Division budgeted \$400,000 for capital funded projects. In 2019 \$278,701.00 was expended for capital funded projects.

To authorize the Finance and Management Director, on behalf of the Fleet Management Division to enter into a contract with Contract Sweepers & Equipment Co for the purchase of a walk behind floor scrubber; to amend the 2019 Capital Improvement Budget; to authorize the transfer of funds between projects within the Fleet Management Capital Fund; and to authorize the expenditure of \$10,689.00 from the Fleet Management Capital Fund. (\$10,689.00)

WHEREAS, it is necessary to purchase a walk behind floor scrubber in order to keep the garage floors clean, safe and free of debris, and

WHEREAS, the Fleet Management Division advertised and solicited formal bids pursuant to RFQ016367 and opened responses on September 4, 2020, and

WHEREAS, the Finance and Management Department recommends a bid award to Contract Sweepers & Equipment Co as the overall lowest, responsive, and responsible bidder, and

WHEREAS, it is necessary to amend the 2019 Capital Improvement Budget and to transfer funds between projects within the Fleet Management Capital Fund; and

WHEREAS, it is necessary to authorize an expenditure of \$10,689.00 from the Fleet Management Capital Fund; 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 enter into contract with Contract Sweepers & Equipment Co for a walk behind floor scrubber at fleet maintenance facilities; **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 enter into contract with Contract Sweepers & Equipment Co for the purchase of a walk behind floor scrubber , as follows:

Request for Quotation RFQ016367: Contract Sweepers & Equipment Co - \$10,689.00

SECTION 2. That the transfer of \$10,689.00, or so much thereof as may be needed, is hereby authorized between projects within Fund 5205 - Fleet Management Capital Fund, per the account codes in the attachment to this ordinance.

See Attached File: Ord 2088-2020 Legislation Template.xls

SECTION 3. That the 2019 Capital Improvements Budget is hereby amended, in Fund 5205 - Fleet Management Capital Fund, as follows:

Project ID | Project Name | Current Authority | Revised Authority | Change

P550005-100000 (carryover) | Fuel Tank Management | \$446,470 | \$435,781 | -\$10,689

P550003-100000 (carryover) | Fleet Equipment Replacement | \$0 | \$10,689 | +\$10,689

SECTION 4. That the expenditure of \$10,689.00 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 5205, in Object Class 06 per the accounting codes in the attachment to the ordinance:

See Attached File: Ord 2088-2020 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.

