



Legislation Text

File #: 2196-2020, Version: 1

..Explanation

BACKGROUND: This legislation authorizes the Finance and Management Director to establish a Universal Term Contract (UTC) for the option to purchase Small Engine & Grounds Equipment Parts with Ag-Pro. The Division of Fleet Management is the primary user for small engine repair parts. Small Engine & Grounds Equipment Parts are used to repair and maintain City owned assets such as lawn and landscape equipment. The term of the proposed option contract would be approximately three (3) years, expiring November 30, 2023, with the option to renew for one (1) additional year. The Purchasing Office opened formal bids on September 17, 2020. In addition, the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001343.

The Purchasing Office advertised and solicited competitive bids in accordance with the relevant provisions of Section 329 relating to competitive bidding (Request for Quotation No. RFQ016266). One (1) bid was received.

The Purchasing Office is recommending award to the overall lowest, responsive, responsible and best bidder as follows:

Ag-Pro, CC# 028089 expires 1/9/2022, Items# 1, 4, & 6-10, \$1.00

Total Estimated Annual Expenditure: \$40,000.00, Division of Fleet Management, the primary user

Items# 2, 3, 5 & 11 did not receive any bids. These items will be re bid on a new request for quotation.

The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

FISCAL IMPACT: The expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001343. 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 Universal Term Contract for the option to purchase Small Engine & Grounds Equipment Parts with Ag-Pro; and to authorize the expenditure of \$1.00 from General Budget Reservation BRPO001343. (\$1.00).

WHEREAS, the Small Engine & Grounds Equipment Parts UTC will provide for the purchase of replacement and repair parts from manufacturers used to repair City owned equipment; and

WHEREAS, the Purchasing Office advertised and solicited formal bids on September 17, 2020 and selected the overall lowest, responsive, responsible and best bidder; and

WHEREAS, it has become necessary in the daily operation of the Department of Finance and Management to authorize the Director of Finance and Management to enter into a Universal Term Contract with Ag-Pro for the option to purchase Small Engine & Grounds Equipment Parts; **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 enter into the following Universal Term Contract for the option to purchase Small Engine & Grounds Equipment Parts in accordance with Request for Quotation RFQ016266 for a term of approximately three (3) years, expiring November 30, 2023 with the option to renew for one (1) additional year, as follows:

Ag-Pro, Items #1, 4, & 6-10; \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized from General Budget Reservation BRPO001343 of this ordinance to pay the cost thereof.

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 this ordinance shall take effect and be in force from and after the earliest period allowed by law.