File #: 2020-2021, **Version:** 1

Background: This ordinance authorizes the Finance and Management Director to establish a purchase order with Genuine Parts Co/NAPA in the amount of $19,475.70 for the purchase of six (6) A/C refrigerant recovery machines and associated accessories per the results of bid RFQ018998. The A/C refrigerant recovery machines will be utilized by the Fleet Management Division to service automotive A/C systems within the Fleet Management facility located on Groves Road. This bid was processed in accordance with the competitive bidding provisions of Columbus City Code. Two responses were received and opened for RFQ018998 on June 25, 2021 as follows:

Genuine Parts Co/NAPA (CC#: 58-0254510, exp. 9/4/21, MAJ) $19,475.70
Liftnow Auto Equipment (CC#: 74-3093226, exp. 6/21/23, MAJ) $24,448.09

The Finance and Management Department therefore recommends the bid be awarded to Genuine Parts Co/NAPA as the lowest, most responsive and responsible bidder.

Genuine Parts Co/NAPA Vendor #009445, Certification EBO_CC, non MBE/FBE

Fiscal Impact: This ordinance authorizes an appropriation and expenditure of $19,475.70 from the Fleet Management Capital Fund with Genuine Parts Co/NAPA for the purchase of six (6) A/C refrigerant recovery machines and associated accessories. The ordinance also authorizes the transfer of funds between projects within the Fleet Management Capital Fund and an amendment to the CIB. For 2020, 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 establish a purchase order with Genuine Parts Co/NAPA, for six (6) A/C refrigerant recovery machines and associated accessories; to amend the 2020 Capital Improvement Budget; and to authorize the transfer within and the expenditure of $19,475.70 from the Fleet Management Capital Fund. ($19,475.70)

WHEREAS, the City has a need for the purchase of six (6) A/C refrigerant recovery machines and associated accessories for use at the Fleet Management Administration Building, and

WHEREAS, an informal bid (RFQ018998) was advertised on June 14, 2021, and

WHEREAS, the Finance and Management Department recommends a bid award to Genuine Parts Co/NAPA, as the overall lowest, responsive, and responsible bidder, and

WHEREAS, funding for these A/C refrigerant recovery machines and associated accessories is budgeted and available within the Fleet Management Capital Fund; and

WHEREAS, it is necessary to authorize the transfer within Fund 5205 - Fleet Management Capital Fund; and

WHEREAS, it is necessary to authorize an amendment to the 2020 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 Genuine Parts Co/NAPA, for the purchase of six (6) A/C refrigerant recovery machines and associated accessories; **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 Genuine Parts Co/NAPA, for the purchase of six (6) A/C refrigerant recovery machines and associated accessories, as follows:

Request for Quotation RFQ018998: Genuine Parts Co/NAPA, $19,475.70.

SECTION 2. That the transfer of $19,475.70 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 2020-2021 Legislation Template.xls

SECTION 3. That the 2020 Capital Improvements Budget is hereby amended, in Fund 5205 - Fleet Management Capital Fund, as follows:

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

P550004-100000 (carryover) |Fleet Automatic Vehicle Locator | $33,688 | $14,212 | -$19,476

P550003-100000 (carryover) | Fleet Equipment Replacement | $0 | $19,476 | +$19,476

SECTION 4. That the expenditure of $19,475.70 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 2020-2021 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.

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