



## Legislation Text

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**File #:** 2103-2021, **Version:** 1

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**BACKGROUND:** This ordinance authorizes the Finance and Management Director to enter into contract with SCA of Ohio, LLC. for the purchase of three (3) riding floor scrubbers. This equipment will be used to clean the interior parking and vehicle garages at the Fleet Management facility.

Formal bids were solicited via RFQ018938 and the City received two (2) bids on July 9, 2021 as follows:

SCA of Ohio, LLC (vendor# 032129; CC#: CC032129; exp. 4/7/22 MAJ): \$81,450.00

Staples Business Advantage (vendor# 000241; CC#: 04-3390816; exp. 6/22/23 MAJ): \$77,514.12

The bid from Staples has been deemed nonresponsive due to the quoted model not fully meeting the specifications. The model bid by Staples Business Advantage exceeded the maximum frame width specified and did not meet the minimum horsepower specified for the vacuum motor or drive motor. Therefore, the Fleet Management Division recommends the bid award be made to the lowest, responsive, and responsible bidder, SCA of Ohio, LLC.

SCA of Ohio, LLC vendor# 032129; CC#: CC032129; Expires 4/7/2022

**FISCAL IMPACT:** This ordinance authorizes an expenditure of \$81,450.00 from the Fleet Management Capital Fund with SCA of Ohio, LLC for the purchase of three riding floor scrubbers. The ordinance also authorizes the transfer of funds between projects within the Fleet Management Capital Fund and an amendment to the 2020 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 contract with SCA of Ohio, LLC. for the purchase of three (3) Riding Floor Scrubbers; to amend the 2020 Capital Improvement Budget; to authorize the transfer of funds between projects within the Fleet Management Capital Fund; and to authorize the expenditure of \$81,450.00 from the Fleet Management Capital Fund.(\$81,450.00)

**WHEREAS,** it is necessary to purchase the riding floor scrubbers in order to keep the garage floors safe and without debris and/or spills, and

**WHEREAS,** the Fleet Management Division advertised and solicited formal bids pursuant to RFQ018938 and opened responses on July 9, 2021 and selected the lowest responsive, and responsible and best bidder, SCA of Ohio, LLC, and

**WHEREAS,** it is necessary to amend the 2020 CIB and to transfer funds between projects within the Fleet Management Capital Fund; and

**WHEREAS,** it is necessary to authorize an expenditure of \$81,450.00 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 SCA of Ohio, LLC for three (3) riding floor scrubbers 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 SCA of Ohio, LLC. for the purchase of three (3) riding floor scrubbers, as follows:

Request for Quotation RFQ018938: SCA of Ohio, LLC. - \$81,450.00

**SECTION 2.** That the transfer of \$81,450.00, 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 2103-2020 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**

P550005-100000 (carryover) | Fuel Tank Management | \$529,855 | \$448,405 | -\$81,450.00

P550003-100000 (carryover) | Fleet Equipment Replacement | \$0 | \$81,450 | +\$81,450.00

**SECTION 4.** That the expenditure of \$81,450.00, 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 2103-2020 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.