

Vendor Portal  
Finance Department  
Thomas Skrobola (x1648)  
Revised

**ORD. 77-20**

**Authorizing the Mayor to amend the existing central depository banking services agreement to include an Accounts Payable (AP) solution; authorizing the appropriation of an amount not to exceed \$90,000 from the General Fund for said AP solution; authorizing the expenditure of an amount not to exceed \$90,000 annually over the life of the agreement; waiving the competitive procurement requirements of TMC Chapter 187; and declaring an emergency.**

**SUMMARY & BACKGROUND:**

The city is in need of a solution to streamline accounts payable processes and to create a secure environment for the collection and integration of sensitive vendor information within the financial system. Currently, banking information and other personal identifying information (PII) is gathered through email and paper forms, which have to be manually entered by city staff into the financial system. In order to achieve the desired level of security and streamline the vendor registration process, the Finance Department requests to procure a an Accounts Payable solution provided by a third party.

This ordinance also requests the waiver of competitive bidding requirements of TMC Chapter 187. The Finance Department has an existing contract with Fifth Third Bank for central depository services and would extend this contract to include Accounts Payable. The waiver would allow the city to expedite the implementation a third party Accounts Payable solution as soon as possible.

- The total amount of funds requested: \$\$90,000
- The expenditure budget line item: 1001-14700- 110ERP1STDSTD
- New revenue generated (operational revenue, grants, if any): none
- Revenue budget line item (if any): none
- Are funds budgeted in the current fiscal year (yes/no)?: no
- Is this a capital project (yes/no)? no
- If yes, is it new or existing (new/existing)? n/a
- What section of the City's Strategic Plan does this support:
  - o Excellence in Basic Services (yes/no) yes
  - o Quality Community Investment (Livable City, Development) (yes/no) no
  - o Workplace Culture & Customer Service (yes/no) yes
  - o Environment (yes/no) no

NOW, THEREFORE,

Be it ordained by the Council of the City of Toledo:

SECTION 1. That the Mayor is authorized to amend the existing agreement with Fifth Third Bank for central depository service to include an Accounts Payable solution. .

SECTION 2. That the appropriation of \$\$90,000 is authorized from the unappropriated balance of the General Fund to Account Code 1001-14700- 110ERP1STDSTD; and further authorizing the expenditure of same for the purpose authorized in Section 1.

SECTION 3. That, subject to available and approved appropriations in future years, an annual expenditure of an amount not to exceed \$\$90,000 is authorized from the GeneralFundAccountCode1001-14700- 110ERP1STDSTDover the life of the contract authorized in Section 1.

SECTION 4. That this Council finds it in the best interest of the city to waive the competitive procurement requirements of TMC Chapter 187 for the reason that Fifth Third Bank is the city's current central banking partner and expanding the existing agreement will allow the city to expedite the implementation of the Accounts Payable solution in order to streamline payable processes and achieve the desired level of security for sensitive vendor information.

SECTION 5. That the finance director is authorized to draw warrant or warrants against the above account code in amounts not to exceed those authorized above in payment of the above authorized obligations upon presentation of the proper voucher or vouchers.

SECTION 6. That this Ordinance is declared to be an emergency measure and shall take effect and be in force from and after its passage. The reason for the emergency lies in the fact that this ordinance is necessary for the immediate preservation of the public peace, health, safety and property, and for the further reason that this ordinance must be immediately effective in order to timely achieve the desired level of security for sensitive vendor information.

Vote on emergency clause: yeas \_\_\_\_\_, nays \_\_\_\_\_.

Passed: \_\_\_\_\_, as an emergency measure: yeas \_\_\_\_\_, nays \_\_\_\_\_.

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
President of Council

Approved: \_\_\_\_\_

\_\_\_\_\_  
Mayor

I hereby certify that the above is a true and correct copy of an Ordinance passed by Council \_\_\_\_\_.

Attest: \_\_\_\_\_  
Clerk of Council