City of Toledo

Legislation Text

File #: O-365-20, **Version:** 1

CHECKPROCESSINGMACHINE
DPU/Utilities Administration
Susan Russeau (x7664)
(Revised)

Authorizing the mayor to enter into an agreement with Opex for the purchase of a Check Processing Machine and associated hardware, software and other necessary items or services; authorizing the appropriation of $64,360 from the unappropriated balance of the Water Replacement Fund; authorizing the expenditure of same; waiving the competitive procurement provisions of TMC Chapter 187; and declaring an emergency.

SUMMARY & BACKGROUND:
The Department of Public Utilities (DPU), Division of Utilities Administration's check processing machine is eight years old. Now that DPU has transitioned to monthly billing, there is a need for a parallel system not only to process checks but to also serve as a backup. Since DPU processes all check payments through EFT, the acquisition of a check processing machine with digital capabilities is necessary.

The fiscal impact of this ordinance is as follows:
- The amount of funds requested: $64,360

- The expenditure budget line item: 6063-31000-4UC1720STDSTD

- 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)?: yes

- If yes, is it new or existing (new/existing)?: new

- 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) yes

    o Workplace Culture & Customer Service (yes/no) yes

    o Environment (yes/no) yes

NOW, THEREFORE, Be it ordained by the Council of the City of Toledo:

SECTION 1. That the mayor is authorized to enter into an agreement with Opex for the purchase of a Check Processing Machine and associated hardware, software and other necessary items or services.

SECTION 2. That the sum of $64,360 is appropriated from the unappropriated balance of the Water Replacement Fund into Account Code 6063-31000-4UC1720STDSTD; and further authorizing expenditure of same for the purpose listed in Section 1.

SECTION 3. That Council finds and determines it is in the best interest of the City to waive the competitive procurement provisions of TMC Chapter 187 for the reason that Opex is currently the check processor that DPU has and purchasing this machine would allow for continued utilization of the previous check processing software investment.

SECTION 4. That the Director of Finance is authorized to draw warrant or warrants against the above listed account code in payment of the above authorized obligation upon presentation of the proper voucher or vouchers.

SECTION 5. That any remaining budget to fund balance at project closeout is authorized for disappropriation.

SECTION 6. That this Ordinance is declared to be an emergency measure and shall be in force and effect from and after its passage. The reason for the emergency lies in the fact that it is necessary for the preservation of the public peace, health, safety and property and for the further reason that this ordinance must be immediately effective to ensure the uninterrupted cash processing of receipts from the customers of the Department of Public Utilities.

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