



# City of Columbus

Office of City Clerk  
90 West Broad Street  
Columbus OH 43215-9015  
columbuscitycouncil.org

## Legislation Text

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**File #: 0855-2011, Version: 1**

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### **BACKGROUND:**

This legislation authorizes the Director of the Department of Technology (DoT) to modify, renew and consolidate two contracts with Bowe Bell & Howell Company for annual maintenance and support for the Enduro Mail Inserter and JetVision envelope transport equipment and software. The first year of maintenance and support (purchase order FL003943) was authorized by ordinance 0079-2008 with the second year agreement (EL011317) authorized by ordinance 1488-2010, passed December 6, 2010, providing mail inserter maintenance and support for the period August 1, 2010 through July 31, 2011. This renewal will provide the same service for the period August 1, 2011 through July 31, 2012, at a cost of \$19,900.00. The modification requested in this ordinance will also incorporate JetVision equipment, software and maintenance and support for the period August 1, 2011 to July 31, 2012, at a cost of \$5,761.00. The combined total cost of the maintenance and support renewal and modification is \$25,661.00.

The purchase of JetVision equipment, software, and first year of maintenance and support from Bowe Bell & Howell was authorized by ordinance 0789-2010, passed June 28, 2010 (purchase order FL004676). This modification is needed to renew and incorporate the annual maintenance and support for the JetVision envelope transport system with the Enduro Mail Inserter. The need for annual maintenance was foreseen at the time of the original JetVision purchase, and it is in the City's best interests to incorporate this annual maintenance into a single contract with Bowe Bell & Howell to cover all equipment and software maintenance and support. Bowe Bell & Howell is the only provider of Enduro and JetVision maintenance and support, so it is manifestly impractical for the City to award a contract through other procurement processes. The price of the modification was negotiated between Bowe Bell & Howell and DoT, and reflects the same price from the previous year maintenance and support provided in the original agreement.

The equipment and software are located at the Jerry Hammond Center, 1111 East Broad Street, and is used to process mailings for DoT's city department customers, including the Department of Public Utilities and Income Tax Division. Bowe Bell & Howell is the only factory trained and authorized service provider for the Enduro and JetVision systems. There are no third party companies approved by Bowe Bell & Howell for equipment sales, installation, software or maintenance services, or upgrades on the Enduro Mail Inserter or JetVision systems, as it is proprietary equipment. Accordingly, Bowe Bell & Howell is the sole source of supply for upgrades, maintenance and support services for this equipment and software. For this reason, this ordinance is being submitted in accordance with the provisions of Sole Source procurement of the City of Columbus Code, Section 329.07.

### **FISCAL IMPACT:**

In 2008, DOT legislated \$249,390.10 for the purchase of the Bowe Bell & Howell Enduro Mail Inserter with maintenance and support. During 2010, the cost for the annual maintenance and support, totaled \$19,900.00 (Ord. # 1488-2010). Also the department legislated \$67,426.00 for the JetVision hardware, software, and maintenance and support. This year the cost for the 2011 annual renewal maintenance and support for both (the Enduro Mail Inserter and JetVision system) is \$25,661.00. Funds were budgeted and are available within the Department of Technology, Information Services Division, internal service fund. The total cost of this renewal and modification is \$25,661.00, bringing the consolidated aggregate maintenance and support contract amount to \$71,586.38, and the aggregate total contract amount to \$362,377.10.

### **EMERGENCY:**

Emergency action is requested to expedite authorization of this contract in order to initiate services from the supplier at the negotiated prices.

### **CONTRACT COMPLIANCE:**

Vendor Name: Bowe Bell and Howell Company      FID#/CC#: 36-3580100      Expiration Date: 11/20/2012

To authorize the Director of the Department of Technology, to modify, renew and consolidate two contracts with Bowe Bell & Howell for annual maintenance and support services for the Enduro Mail Inserter and JetVision system in accordance with sole source procurement provisions of the Columbus City Codes; to authorize the expenditure of \$25,661.00 from the Department of Technology, Information Services Division, internal services fund; and to declare an emergency. (\$25,661.00)

**WHEREAS**, the Department of Technology has a need to modify, renew and consolidate two contracts with Bowe Bell & Howell for annual maintenance and support services for the Enduro Mail Inserter and JetVision system, located at the Jerry Hammond Center, with a coverage period of August 1, 2011 through July 31, 2012; and

**WHEREAS**, Bowe Bell & Howell is the manufacturer of both the Enduro Mail Inserter and JetVision system and is the only factory trained and authorized service upgrade provider; and

**WHEREAS**, this contract is in accordance with the provisions of the sole source procurement of the Columbus City Code, Section 329.07; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Technology, in that it is immediately necessary to authorize the Director of the Department of Technology (DoT), to modify, renew and consolidate two contracts with Bowe Bell & Howell for annual maintenance and support services for the Enduro Mail Inserter and JetVision system, to continue with services that support daily operation activities, thereby preserving the public health, peace, property, safety, and welfare; now, therefore:

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1:** That the Director of the Department of Technology, now and is hereby authorized to modify, renew and consolidate two contracts with Bowe Bell & Howell for annual maintenance and support services for the Enduro Mail Inserter and JetVision system, in the amount of \$25,661.00, with a coverage period of August 1, 2011 through July 31, 2012.

**SECTION 2:** That the expenditure of \$25,661.00 or so much thereof as may be necessary be expended from:

**Div.:** 47-02|**Fund:** 514|**Subfund:** 001| **OCA:** 470202| **Obj. Level 1:** 03|**Obj. Level 3:** 3372|**Amount:** \$23,661.00

**Div.:** 47-02|**Fund:** 514|**Subfund:** 001| **OCA:** 470202| **Obj. Level 1:** 03|**Obj. Level 3:** 3369|**Amount:** \$2,000.00

**SECTION 3:** 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 4:** That this contract is being established in accordance with the sole source provisions of the Columbus City Code, Section 329.07.

**SECTION 5:** That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approved nor vetoes the same.