



## Legislation Details (With Text)

**File #:** 0871-2010      **Version:** 1  
**Type:** Ordinance      **Status:** Passed  
**File created:** 6/3/2010      **In control:** Judiciary And Court Administration Committee  
**On agenda:** 6/21/2010      **Final action:** 6/23/2010  
**Title:** To authorize the City Attorney to enter into the second year of a three year contract with Cintas Document Management LLC for the provision of record storage, retrieval and destruction services; to authorize the expenditure of Nineteen Thousand Dollars from the general fund; and to declare an emergency. (\$19,000.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/23/2010	1	CITY CLERK	Attest	
6/22/2010	1	MAYOR	Signed	
6/21/2010	1	Columbus City Council	Approved	Pass
6/21/2010	1	COUNCIL PRESIDENT PRO-TEM	Signed	
6/11/2010	1	Atty Drafter	Sent for Approval	
6/11/2010	1	Auditor Reviewer	Reviewed and Approved	
6/11/2010	1	CITY AUDITOR	Reviewed and Approved	
6/11/2010	1	Atty Drafter	Sent for Approval	
6/11/2010	1	CITY ATTORNEY	Reviewed and Approved	
6/11/2010	1	Atty Drafter	Sent to Clerk's Office for Council	
6/10/2010	1	ODI DIRECTOR	Reviewed and Approved	
6/9/2010	1	FINANCE DIRECTOR	Reviewed and Approved	
6/9/2010	1	Atty Drafter	Sent for Approval	
6/9/2010	1	EBOCO Reviewer	Sent for Approval	
6/7/2010	1	Atty Drafter	Sent for Approval	
6/7/2010	1	Finance Reviewer	Reviewed and Approved	
6/7/2010	1	Finance Reviewer	Reviewed and Approved	

This ordinance authorizes the City Attorney to enter into the second year of a three year contract with Cintas Document Management LLC for the provision of record storage, retrieval and destruction services. This provider was selected by the City Attorney, following the recommendation of a staff committee that reviewed and evaluated proposals offered by Cintas Document Management LLC, Fireproof Record Center and Iron Mountain Information Management.

The cost for the services will remain the same. The original contract was for a maximum of \$19,000.00 with a term of 07/01/09 - 06/30/10.

**FISCAL IMPACT:**

Term: 07/01/10 through 06/30/11

Maximum Cost: \$19,000.00

Funds are included in the City Attorney's 2010 approved general fund budget.

**CONTRACT COMPLIANCE NUMBER:**

Cintas Document Management LLC CC#: 311647654 Expires: 07/01/2011

**EMERGENCY PROVISION**

This legislation is requested to be an emergency so there is no break in the provision of services.

To authorize the City Attorney to enter into the second year of a three year contract with Cintas Document Management LLC for the provision of record storage, retrieval and destruction services; to authorize the expenditure of Nineteen Thousand Dollars from the general fund; and to declare an emergency. (\$19,000.00)

**WHEREAS**, the City Attorney's Office is in need of record storage, retrieval and destruction services; and

**WHEREAS**, the City Attorney would like to enter into the second year of a three year contract with Cintas Document Management LLC for the provision of said services; and

**WHEREAS**, an emergency exists in the usual daily operation of the City Attorney's Office in that this contract will ensure uninterrupted availability of necessary record storage, retrieval and destruction services; now, therefore,

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

**SECTION 1.** That the City Attorney be and hereby is authorized to enter into the second year of a three year contract with Cintas Document Management LLC for the provision of record storage, retrieval and destruction services. The second year term will be 07/01/10 through 06/30/11.

**SECTION 2.** That the sum of Nineteen Thousand Dollars (\$19,000.00), or so much thereof as may be necessary is hereby authorized to be expended to pay the cost of said contract from: Department 2401, General Fund 010, OCA Code 240101, Object Level Three 3446.

**SECTION 3.** 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 approves nor vetoes the same.