



# City of Columbus

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

## Legislation Text

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**File #: 0789-2010, Version: 1**

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### **BACKGROUND:**

This legislation authorizes the Director of the Department of Finance and Management, on behalf of the City of Columbus, Department of Technology (DoT), to establish a purchase order with Bowe Bell & Howell for the purchase of JETVision Platinum Package (inclusive of the following: hardware, software, delivery, installation, professional services, and a one year hardware and software maintenance agreement) to install onto the Enduro Mail Inserter located at the Jerry Hammond Center, 1111 East Broad Street. This purchase will include on-site installation and training of JETVision hardware and software. This purchase will allow DoT to further expand the Enduro Mail Inserter's capabilities to provide additional quality controls that will ensure timely processing and delivery of City Water Bills, Tax Forms, Claims Notices, Licenses Notices, and Payroll Documents. By purchasing this package, DoT will ensure our deliverables in terms of supporting the City's ability to support both our internal staff and our citizens.

Bowe Bell & Howell is the only factory trained and authorized service upgrade provider for the JETVision proprietary software. The mail inserter as well as the JETVision equipment that will be attached are manufactured by Bowe Bell & Howell. There are no third party companies approved by Bowe Bell & Howell for equipment sales, installation, software or maintenance service or upgrades on the JETVision product as the software is proprietary. Accordingly, Bowe Bell & Howell is the sole source of supply for upgrades, maintenance, support, new releases and additional copies of these products. For this reason, this ordinance is being submitted in accordance with the provisions of Sole Source procurement of the City of Columbus Section 329.07.

This company is not debarred according to the Federal excluded parties listing or prohibited from being awarded a contract according to the Auditor of State unresolved findings for recovery certified search.

### **EMERGENCY DESIGNATION:**

Emergency designation is being requested to immediately establish a purchase order to acquire the equipment (hardware, software and other related services); to continue to provide quality mail insert services that are necessary to support daily operations; to ensure no service interruptions.

### **FISCAL IMPACT:**

During the year 2008, the Bowe Bell & Howell Enduro Mail Inserter was purchased (Ord. # 0079-2008) and installed in 2009. This year, the funds for this purchase, totaling \$67,426.00 have been identified and are available within the Information Services Capital Improvement Fund (Build America Bonds/B.A.B.s) and the Information Services Fund Operating Budget.

### **CONTRACT COMPLIANCE:**

Vendor Name: Bowe Bell and Howell                      FID#/CC#: 36-3580100                      Expiration Date: 08/28/2010

To authorize the Director of the Department of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Bowe Bell & Howell for the purchase of JETVision Platinum package equipment and related services to upgrade the Enduro Mail Inserter, located at the Jerry Hammond Center; in accordance with sole source procurement provisions of the Columbus City Codes; to authorize the expenditure of \$67,426.00 from the Department of Technology, Information Services Operating and Capital Improvement Fund (Build America Bonds/B.A.B.s); and to declare an emergency. (\$67,426.00)

**WHEREAS**, the Department of Technology has a need to purchase JETVision Platinum package equipment and related services from Bowe Bell & Howell to upgrade the Enduro Mail Inserter, located at the Jerry Hammond Center; and

**WHEREAS**, this purchase will consist of JETVision hardware and software, on-site installation, professional services, and a one year maintenance agreement on the hardware and software; to further expand the Enduro Mail Inserter's capabilities to provide additional

quality controls; and

**WHEREAS**, a portion of the total purchase is funded from the Information Services Operating Fund and funds the JETVision one year maintenance agreements on the hardware and software (\$5,761.00) and the balance is funded via the Capital Improvement Funds (Build America Bonds/ B.A.B.s) Operations Equipment Upgrade Project (\$61,665.00); and

**WHEREAS**, Bowe Bell & Howell is the manufacturer of the mail inserter and is the only factory trained and authorized service upgrade provider for the JETVision proprietary software; and

**WHEREAS**, this purchase 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 Finance and Management Director to establish a purchase order with Bowe Bell & Howell to acquire the JETVision Platinum package equipment and related services to upgrade the Enduro Mail Inserter, located at the Jerry Hammond Center, 1111 East Broad St., 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 Finance and Management, on behalf of the Department of Technology, now and is hereby authorized to establish a purchase order with Bowe Bell & Howell to purchase the JETVision Platinum package equipment and related services inclusive of a one year maintenance agreement for hardware and software to upgrade the Enduro Mail Inserter, located at the Jerry Hammond Center, 1111 East Broad St., in the amount of \$67,426.00.

**SECTION 2:** That the expenditure of \$67,426.00 or so much thereof as may be necessary be expended from the Information Services Operating Fund (\$5,761.00) and Capital Improvement Fund (\$61,665.00), is hereby authorized as follows:

**Div.:** 47-02|**Fund:** 514|**Subfund:** 003|**Project Name:** Operations Equipment Upgrade| **Project No.:** 470030-100000| **Project OCA:** 514030| **Obj. Level 1:** 06|**Obj. Level 3:** 6649|**Amount:** \$61,665.00

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

**Div.:** 47-02|**Fund:** 514|**Subfund:** 001| **OCA:** 470202| **Obj. Level 1:** 03|**Obj. Level 3:** 3372|**Amount:** \$3,761.00

**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 agreement 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.

