



# City of Columbus

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

## Legislation Text

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**File #: 2390-2015, Version: 1**

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### **BACKGROUND:**

This ordinance authorizes the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Gordon Flesch Company, Inc., utilizing two State of Ohio DAS Cooperative Contracts: STS096 Schedule Number 800088, with an expiration date of January 31, 2016; and MMA096 Contract Number 440960028, with an expiration date of May 31, 2018. These contracts are authorized for the City's use by Ordinance No. 582-87, for the lease and maintenance of Canon production printing equipment. The Department of Technology requires this equipment to produce payroll, wage and tax statements, Auditor's warrants, jury summons, and income tax forms. The purchase order will provide for a twelve month lease and associated maintenance services from November 21, 2015 through November 20, 2016. The City has options to renew the lease for one (1) additional twelve month term, subject to approval of proper City authorities and renewal of the State of Ohio Contracts. If the City chooses to end the lease prior to its total thirty-six month term, it may do so without penalty, in accordance with section 9 of the Ohio STS Master Lease Agreement. The cost for the second twelve month period of the lease and associated maintenance is \$47,980.20: \$32,693.40 for the lease under STS096 and \$15,286.80 for maintenance under MMA096. Under the proposed agreement, the City has an option to purchase the equipment at the end of the lease for an estimated cost of \$12,159.00. This original agreement was established by authority of ordinance 1466-2014, passed November 5, 2014, through purchase order FL006047.

The Department of Technology (DoT) chose Canon equipment after considering vendor offers for comparable Canon, Xerox, Ricoh and KonicaMinolta equipment. All of this equipment is available under the Ohio STS Master Lease Agreement. Gordon Flesch, offering Canon equipment, proposed the lowest overall annual cost of the vendors considered. DoT ran test prints on the proposed Canon equipment to ensure that it would meet the City's production printing needs.

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:**

Emergency action is requested to expedite authorization of this purchase order to initiate service from the supplier at the earliest possible date.

### **FISCAL IMPACT:**

In 2014 the Department of Technology legislated \$47,980.20 (via Ord. No. 1466-2014) for production printing equipment and services. The total cost for the 2015 production printing equipment and services identified within this ordinance is \$47,980.20. Funds have been budgeted and are available within the Department of Technology, Information Services Division, Internal Services Fund. Including this request the aggregate contract total amount is \$95,960.40.

### **CONTRACT COMPLIANCE:**

Vendor Name: Gordon Flesch Company, Inc.    CC #: 39-0993125    Expiration Date: 10/1/2016

To authorize the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Gordon Flesch Company, Inc., utilizing two State of Ohio DAS Cooperative Contracts; to authorize the purchase order created from this ordinance to be extended if the State Term contracts are extended; and to authorize the expenditure of \$47,980.20 from the Department of Technology, Information Services Division, Internal Service Fund;

and to declare an emergency (\$47,980.20).

**WHEREAS**, this ordinance authorizes the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Gordon Flesch Company, Inc., utilizing two State of Ohio DAS Cooperative Contracts: STS096 Schedule Number 800088, with an expiration date of January 31, 2016; and MMA096 Contract Number 440960028, with an expiration date of May 31, 2016; and

**WHEREAS**, in the event that the State Term Contracts STS096 Schedule Number 800088 is extended beyond January 31, 2016 and MMA096 Contract Number 440960028 is extended beyond May 31, 2016, this ordinance also authorizes the purchase order created from this ordinance to be extended; and

**WHEREAS**, the Department of Technology requires this equipment to replace aging production printers used to produce payroll, wage and tax statements, Auditor's warrants, jury summons, and income tax forms. The cost for the first twelve month period of the lease and associated maintenance is \$47,980.20: \$32,693.40 for the lease under STS096 and \$15,286.80 for maintenance under MMA096. The purchase order will provide for a twelve month lease and associated maintenance services from November 21, 2015 through November 20, 2016. The City has options to renew the lease for one (1) additional twelve month term, subject to approval of proper City authorities and renewal of the State of Ohio Contracts; and

**WHEREAS**, the use of these Ohio Department of Administrative Services Cooperative Contracts are authorized by Ordinance No. 582-87; and

**WHEREAS**, an emergency exist in the usual daily operation of the Department of Technology in that it is immediately necessary for the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Gordon Flesch Company, Inc., utilizing two State of Ohio DAS Cooperative Contracts, for the immediate preservation of 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 Finance and Management, on behalf of the Department of Technology, be and is hereby authorized to establish a purchase order with Gordon Flesch Company, Inc., utilizing two State of Ohio DAS Cooperative Contracts: STS096 Schedule Number 800088, with an expiration date of January 31, 2016; and MMA096 Contract Number 440960028, with an expiration date of May 31, 2016, pursuant to Ordinance Number 582-87, at a total cost of of \$47,980.20. The purchase order will provide for a twelve month lease and associated maintenance services from November 21, 2015 through November 20, 2016. The City has options to renew the lease for one (1) additional twelve month term, subject to approval of proper City authorities and renewal of the State of Ohio Contracts.

**SECTION 2:** That, in the event that the State Term Contracts STS096 Schedule Number 800088 is extended beyond January 31, 2016 and MMA096 Contract Number 440960028 is extended beyond May 31, 2016, this ordinance also authorizes the purchase order created from this ordinance to be extended.

**SECTION 3:** That the expenditure of \$47,980.20 or so much thereof as may be necessary is hereby authorized to be expended from:

Div.: 47-02|Fund: 514|Sub-Fund: 001|OCA Code: 280768|OBJ. Level 1: 03|OBJ. Level 3: 3302|Amount: \$32,693.40| Annual Lease Fee| (STS096)

Div.: 47-02|Fund: 514|Sub-Fund: 001|OCA Code: 470202|OBJ. Level 1: 03|OBJ. Level 3: 3372|Amount: \$15,286.80| Maintenance & Supplies| (MMA096)

**SECTION 4:** That the City Auditor is authorized to make any changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

**SECTION 5:** That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

**SECTION 6:** 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.