



Legislation Text

File #: 0021-2010, Version: 1

BACKGROUND: For the option to purchase Infotronics Time Clocks for the Department of Public Utilities, the largest user, to be used to maintain employee payroll records. The term of the proposed option contract is two (2) years. Contract is through April 30, 2012. The contract may be extended for one (1) additional year. The Purchasing Office opened formal bids on December 17, 2009.

The Purchasing Office advertised and solicited competitive bids in accordance with Section 329.06 Solicitation SA003441; 12 (MBE:0; FBE:0) bids were solicited; 2 (MBE: 0; FBE: 0) bids were received.

The Purchasing Office is recommending award of contracts to the lowest, responsive, responsible and best bidder as follows:

Midwest Automated Time Systems, Inc.: CC# 580415192 (Expires: 9/16/2011)

Total Estimated Annual Expenditure: \$30,000.00

The company is not debarred according to the Federal Excluded Parties Listing or the State Auditor's Findings For Recovery Database.

FISCAL IMPACT: Funding to establish this option contract is budgeted in the Mail, Print Services and UTC Fund. Agencies will be required to obtain approval to expend from their own appropriation.

To authorize and direct the Finance & Management Director to enter into one (1) UTC contract for the option to purchase Infotronics Time Clocks with Midwest Automated Time Systems, Inc., to authorize the expenditure of one (1) dollar to establish the contract from the Mail, Print Services and UTC Fund. (\$1.00)

WHEREAS, the Purchasing Office advertised and solicited formal bids on December 17, 2009 and selected the lowest, responsive, responsible and best bid. Two (2) bids were received; and

WHEREAS, It is necessary to enter into contracts for Infotronics Time Clocks in order to provide the Department of Utilities, the largest user, with time clocks to be used to maintain payroll records; and

WHEREAS, this ordinance addresses Purchasing objective of 1) maximizing the use of City resources by obtaining optimal products/services at low prices and 2) encouraging economic development by improving access to City bid opportunities and 3) providing effective option contracts for City agencies to efficiently maintain their supply chain and service to the public; now, therefore,

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

SECTION 1. That the Finance and Management Director be and is hereby authorized and directed to enter into the following contract for an option to purchase Infotronics Time Clocks through April 30, 2012 with the option to extend for one (1) additional year in accordance with Solicitation SA003441; as follows:

Midwest Automated Time Systems, Inc.: Items 1 and 2; Amount: \$1.00

SECTION 2. That the expenditure of \$1.00 is hereby authorized from Mail, Print Services and UTC Fund, Organization Level 1: 45-01, Fund: 05-517, Object Level 3: 2270, OCA: 451130, to pay the cost thereof.

SECTION 3. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

