



City of Columbus

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

Legislation Text

File #: 2011-2015, **Version:** 1

BACKGROUND: This legislation authorizes the Finance and Management Director, on behalf of the Print Services Division, to modify existing contracts for printing, copying and related services for the City's Internal Print services facility. The two copiers currently being leased are a Canon Imagepress C700 and a Lanier C751 through Gordon Flesch and Modern Office Methods. Both pieces of equipment are new and enable the City print requests to be fulfilled in a timely manner. For the first time, the City Print shop has recently provided services related to printing bargaining unit contracts for City employees. This increase in work volume has depleted the allowable amount for the contracts and the specified number of copies.

The current contracts are with Gordon Flesch Company Inc ED052544 and Modern Office Methods EE015503. The remaining lease payments on these contracts are good through February 2016. Previous legislation was not required, as these contracts did not exceed \$20,000.

Contract compliance number Gordon Flesch 39-0993125 expires 10/01/2016

Contract compliance number Modern Office Methods 31-1479207 expires 08/25/2016

Emergency action is requested so that the existing contracts can be modified to accommodate increased print volume without interruption to City Print Services.

Fiscal Impact: This legislation authorizes the expenditure of \$10,000.00 from the Mail/Print Services Fund 517.

To authorize the Finance and Management Director to modify existing contracts for Printing, Copying, and Related services for the City Print Shop; to authorize the expenditure of \$10,000.00 from the Mail/Print Services Fund; and to declare an emergency. (\$10,000.00)

WHEREAS, the City's Print shop has acquired new digital copiers which enables larger and greater number of internal print and copy jobs; and

WHEREAS, Several union contracts have already been processed through the City Print shop thereby exhausting the established allowable copies charges per contract; and

WHEREAS, The Print and Copy center are anticipating additional large jobs which will require additional funding for those vendor contracts to whom the print and copy charges are paid; and

WHEREAS, it is necessary to modify the existing contracts with Gordon Flesch and Modern Office Methods to provide the needed services to accommodate increased print volume; and

WHEREAS, an emergency exists in the usual daily operations of the Finance and Management Department, Mail/Print Services Division, in that it is immediately necessary to authorize the Finance and Management Director to modify existing contracts with Gordon Flesch and Modern Office Methods to provide the needed services to accommodate increased print volume, thereby preserving the public health, property, safety, and welfare; now, therefore

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

SECTION 1. That the Finance and Management Director is hereby authorized to modify existing contracts with Gordon Flesch and Modern Office Methods for printing, copying and related services related to the City's Internal Print Services facility.

SECTION 2. That the expenditure of \$10,000.00, or so much thereof as may be necessary in regard to the actions authorized in SECTION 1, be and is hereby authorized and approved as follows.

Dept: 45-01
Fund: 517
OCA 451237
Object Level 1: 03
Object Level 3: 3372
Amount: \$10,000.00

SECTION 3. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contract or contract modifications associated with this ordinance.

SECTION 4. That the funds necessary to carry out the purpose of this ordinance hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

SECTION 5. That for 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.