



Legislation Details (With Text)

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On agenda: 11/23/2015 **Final action:** 11/24/2015

Title: To authorize the Municipal Court Clerk to enter into the contract with Neopost USA, Inc. for the provision of mail services; to authorize an expenditure of \$43,871.10 from the Municipal Court Clerk computer fund; and to declare an emergency (\$43,871.10).

Sponsors:

Indexes:

Code sections:

Attachments: 1. neopost quote

| Date | Ver. | Action By | Action | Result |
|------------|------|-----------------------|----------|--------|
| 11/24/2015 | 1 | CITY CLERK | Attest | |
| 11/24/2015 | 1 | MAYOR | Signed | |
| 11/23/2015 | 1 | COUNCIL PRESIDENT | Signed | |
| 11/23/2015 | 1 | Columbus City Council | Approved | Pass |

Background

This legislation authorizes the Franklin County Municipal Court, Clerk of Court ("Municipal Court Clerk") to enter into contract with Neopost USA, Inc. for the procurement of mail operational software support services ("mail services"). The contract term is for one (1) year, with the option of three (3) consecutive one (1) year renewable periods. The implementation costs are \$34,701.10; the maintenance and support costs are \$9,170.00 annually, totaling \$43,871.10.

The mail services creates a more efficient and cost effective mail operation for the Municipal Court Clerk's Office through electronically processing certified mail and return receipts.

Bid Information:

The Municipal Court Clerk's Office solicited formal competitive bids through SA006034, for mail services in accordance with Columbus City Code 329.25. Proposals were received from three (3) vendors. The proposals were reviewed by a committee of three (3) and evaluated in accordance with the committee's criteria. Neopost USA, Inc. achieved the highest score. In agreement with the committee, the Municipal Court Clerk awarded the bid to Neopost USA, Inc.

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

Neopost USA, Inc. Contract Compliance Number: 94-2388882
Expiration Date: 12/02/2016

Emergency: Emergency legislation is requested for the continuity of the mail services for the Municipal Court Clerk's Office.

Fiscal Impact: Funds totaling \$43,871.10 are available within the Municipal Court Clerk 2015 computer fund budget.

To authorize the Municipal Court Clerk to enter into the contract with Neopost USA, Inc. for the provision of mail services; to authorize an expenditure of \$43,871.10 from the Municipal Court Clerk computer fund; and to declare an emergency (\$43,871.10).

WHEREAS, it is necessary to enter into a contract with Neopost USA, Inc. for the procurement of mail services; and

WHEREAS, the mail services creates a more efficient and cost effective mail operation for the Municipal Court Clerk's Office through electronically processing certified mail and return receipts; and

WHEREAS, an emergency exists in the daily operations of the Municipal Court Clerk, in that it is immediately necessary to authorize Municipal Court Clerk to enter into contract with Neopost USA, Inc., for mail services for the immediate preservation of the public peace, health, safety and welfare; now therefore

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

SECTION 1. That the Municipal Court Clerk is authorized to enter into contract with Neopost USA, Inc. for mail services for the Municipal Court Clerk's Office in the amount of \$43,871.10.

SECTION 2. That the expenditure of \$34,701.10 or so much thereof as may be necessary is hereby authorized to be expended from the Municipal Court Clerk computer fund, department 2601, fund 227, oca 260208, object level one-03, object level three-3336.

SECTION 3. That the expenditure of \$9,170.00 or so much thereof as may be necessary is hereby authorized to be expended from the Municipal Court Clerk computer fund, department 2601, fund 227, oca 260208, object level one-03, object level three-3369.

SECTION 4. 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 5. That for reasons stated in the preamble hereto, where is hereby made a part hereof, this ordinance is hereby declared an emergency measure, which shall take effect and be in force from and after its passage and approved by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.