



## Legislation Details (With Text)

**File #:** 2738-2016      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 10/24/2016      **In control:** Technology Committee

**On agenda:** 11/21/2016      **Final action:** 11/23/2016

**Title:** To authorize the Director of the Department of Technology to enter into a software maintenance and support service agreement with Lytrod Software Inc. in accordance with the sole source provisions of the Columbus City Code; and to authorize the expenditure of \$1,500.00 from the Department of Technology, Information Services Division, Information Services Operating Fund; and to declare an emergency. (\$1,500.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Est\_235962\_from\_Lytrod\_Software\_Inc\_944.pdf, 2. Lytrod Sole Source Letter 2016.pdf, 3. Sole Source Form Ord. 2738-2016 Lytrod.pdf, 4. CityofColumbus NoOhioPresence Letter 2016.pdf, 5. 2738-2016 EXP.pdf

Date	Ver.	Action By	Action	Result
11/23/2016	1	ACTING CITY CLERK	Attest	
11/23/2016	1	MAYOR	Signed	
11/21/2016	1	COUNCIL PRESIDENT	Signed	
11/21/2016	1	Columbus City Council	Approved	Pass

### **BACKGROUND**

This legislation is to authorize the Director of the Department of Technology (DoT) to enter into a software maintenance and support agreement with Lytrod Software, Inc. The original agreement (associated with purchase order EE004330) was established August 1, 2007 and provided software maintenance and support through December 31, 2007. The agreement was most recently renewed through purchase order EL017738, authorized by ordinance 2529-2015, passed November 16, 2015. This contract agreement will provide for software maintenance and support for the period January 1, 2017 to December 31, 2017 at a cost of \$1,500.00.

Lytrod Proform Designer software is utilized by DoT in conjunction with its Xerox 4635 production printers to print documents and other forms for its city department customers. This software is necessary to ensure that printed documents are formatted correctly.

Lytrod is the sole source provider of maintenance and support for its software, so this ordinance is being submitted in accordance with the provisions of Sole Source procurement of the City of Columbus Code, Chapter 329.

### **EMERGENCY:**

Emergency action is requested to expedite authorization of this contract in order to facilitate and maintain uninterrupted services from the supplier.

### **FISCAL IMPACT:**

During the years 2014 and 2015, the Department of Technology expended \$1,360.00 and \$1,500.00 respectively with

Lytrod Software Inc. for software maintenance and support. The cost associated with this year's software maintenance and support is \$1,500.00. Funds for this purchase have been identified and are available within the Department of Technology, Information Services Division, Information Services Operating Fund. The aggregate contract total amount including this request is \$14,580.00.

**CONTRACT COMPLIANCE:**

Vendor Name: Lytrod Software, Inc. (DAX Vendor Acct. #: 009901); C.C#: 68 - 0278419; Expiration Date: 12/03/2017

To authorize the Director of the Department of Technology to enter into a software maintenance and support service agreement with Lytrod Software Inc. in accordance with the sole source provisions of the Columbus City Code; and to authorize the expenditure of \$1,500.00 from the Department of Technology, Information Services Division, Information Services Operating Fund; and to declare an emergency. (\$1,500.00)

**WHEREAS**, this legislation will authorize the Director of the Department of Technology (DoT), to enter into a software maintenance and support agreement with Lytrod Software, Inc., for the coverage term period from January 1, 2017 through December 31, 2017; and

**WHEREAS**, the original agreement (associated with purchase order EE004330) was established August 1, 2007 and provided software maintenance and support through December 31, 2007. The agreement was most recently renewed through purchase order EL017738, authorized by ordinance 2529-2015, passed November 16, 2015; and

**WHEREAS**, the Lytrod Proform Designer software is utilized by DoT in conjunction with its Xerox 4635 production printers to print utility bills and other forms for its city department customers. This software is necessary to ensure that printed documents are formatted correctly; and

**WHEREAS**, this agreement is in accordance with the sole source provisions of the Columbus City Code, Chapter 329; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Technology in that it is immediately necessary to authorize the Director to enter into a software maintenance and support agreement with Lytrod Software, Inc. to continue services, for the 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 the Department of Technology (DoT) be and is hereby authorized to enter into a software maintenance and support agreement with Lytrod Software Inc., in the amount of \$1,500.00, for the coverage term period from January 1, 2017 through December 31, 2017.

**SECTION 2:** That the expenditure of \$1,500.00 or so much thereof as may be necessary is hereby authorized to be expended from (**see attachment 2738-2016 EXP**):

**Dept.:** 47| **Div.:** 47-02|**Obj Class:** 03 |**Main Account:** 63946|**Fund:** 5100|**Sub-fund:** 510001|**Program:**IT005|**Section 3:** 470201| **Section 4:**IT05|**Section 5:** N/A |**Amount:** \$1,500.00|

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

**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 this agreement is in accordance with the sole source provisions of the Columbus City Code, Chapter

329.

**SECTION 6:** That for reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is 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.