



Legislation Details (With Text)

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On agenda: 10/2/2017 **Final action:** 10/5/2017

Title: To authorize the Municipal Court Clerk to modify the contract with Neopost USA, Inc. for the provision of mail services; to authorize an expenditure of \$9,170.00 from the Municipal Court Clerk Computer Fund. (\$9,170.00)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Neopost Quote 2017, 2. Ordinance 2290-2017

Date	Ver.	Action By	Action	Result
10/5/2017	1	CITY CLERK	Attest	
10/4/2017	1	MAYOR	Signed	
10/2/2017	1	COUNCIL PRESIDENT	Signed	
10/2/2017	1	Columbus City Council	Approved	Pass
9/18/2017	1	Columbus City Council	Read for the First Time	

This legislation authorizes the Franklin County Municipal Court, Clerk of Court “Municipal Court Clerk” to modify the contract with Neopost USA, Inc. to enter into the second renewal year option for mail operational software support services in the amount of \$9,170.00.

The mail operational software support services “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.

Ordinance 2716-2015 authorized the Municipal Court Clerk to enter into contract with Neopost USA, Inc. for the 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 were \$34,701.10; the maintenance and support costs are \$9,170.00 annually, totaling \$43,871.10.

Bid Information:

The Municipal Court Clerk's Office solicited formal competitive bids through SA006034, for mail services in accordance with Columbus City Code, chapter 329. 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: 02/9/2018; Vendor # 010829

Contracts:

Ordinance: 2716-2015; EL017667; \$43,871.10

Ordinance: 2483-2016; PO031371; \$10,670.00

Ordinance: 2290-2017; \$9,170.00

Fiscal Impact: Funds totaling \$9,170.00 are available within the Municipal Court Clerk 2017 Computer Fund budget.

To authorize the Municipal Court Clerk to modify the contract with Neopost USA, Inc. for the provision of mail services; to authorize an expenditure of \$9,170.00 from the Municipal Court Clerk Computer Fund. (\$9,170.00)

WHEREAS, it is necessary to modify the 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, it has become necessary in the usual daily operation of the City to authorize the Municipal Court Clerk to modify the contract with Neopost USA, Inc. for the provision of mail services; thereby, preserving 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 Municipal Court Clerk be and is hereby authorized to modify the contract with Neopost USA, Inc. to enter into the second option renewal year for mail services for the Municipal Court Clerk's Office in the amount of \$9,170.00.

SECTION 2. That the expenditure of \$9,170.00 or so much thereof as may be needed, is hereby authorized in Fund 2227 (Computer Fund), Department-Division 2601 (Municipal Court Clerk) in Object Class 03 (Contractual Services), per the accounting codes in the attachment to this ordinance.

SECTION 3. That the funds are hereby deemed appropriated and expenditures authorized to carry out the purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

SECTION 4. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.