



Legislation Text

File #: 1849-2016, **Version:** 1

BACKGROUND: This ordinance is for the option to purchase Hewlett Packard Printer Equipment through a UTC established by the Finance and Management Director. The Hewlett Packard Printer Equipment UTC will be used by all City agencies to purchase new printers, supplies, and maintenance. The term of the proposed option contract will be through April 30, 2018, with the option to extend for one additional year. The Purchasing Office opened formal bids on June 16, 2016.

The Purchasing Office advertised and solicited competitive bids in accordance with Section 329.06 (Solicitation RFQ001648). Three hundred and thirty-nine (339) bids were solicited; A total of one (1) bid proposal (MAJ:1) was received.

The Purchasing Office is recommending award to the overall lowest, responsive, responsible and best bidder in compliance with the specifications.

Cannon IV, Inc., CC#351347167 (expires 11/06/2017).

Total Estimated Annual Expenditure: \$250,000.00

This 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 from the General Fund. City Agencies will be required to obtain approval to expend from their own appropriations for their estimated annual expenditures.

To authorize the Finance and Management Director to enter into one (1) Universal Term Contract for the option to purchase Hewlett Packard Printer Equipment UTC with Cannon IV, Inc.; to authorize the expenditure of one (1) dollar to establish the contract from the General Fund. (\$1.00)

WHEREAS, Hewlett Packard Printer Equipment is necessary in the work environment of all City agencies; and

WHEREAS, the Purchasing Office advertised and solicited formal bids on June 16, 2016 and selected Cannon IV, Inc. as the lowest, responsive, responsible and best bidder; and

WHEREAS, this ordinance addresses Purchasing objectives 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; and

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

SECTION 1. That the Finance and Management Director be and is hereby authorized to enter into the following contract for an option to purchase Hewlett Packard Printer Equipment with Solicitation RFQ001648; contract is through April 30, 2018 and may be extended for one (1) additional one year subject to mutual agreement by both parties:

Cannon IV, Inc.; Awarded all items and Catalog; Amount \$1.00.

SECTION 2. That the expenditure of \$1.00 is hereby authorized in Fund 1000 General Fund in Object Class 03 Materials, Supplies and Services per the account codes in the attachment of this ordinance.

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