



## Legislation Text

**File #: 2907-2017, Version: 1**

### **BACKGROUND:**

This legislation is to authorize the Director of Finance and Management, on behalf of the Director of the Department of Technology to establish a purchase order with Gordon Flesch Company, Inc., utilizing a State of Ohio DAS Cooperative Contract STS096/800546, with an expiration date of February 28, 2019. This contract is authorized for the City's use by Ordinance No. 582-27. The proposal is for 36 months of the leasing and maintenance of Canon production printing equipment. The Department of Technology requires this equipment to produce payroll, wage and tax statements, income tax letters and forms and police letters and forms. The purchase order established under this ordinance will provide for year one, a twelve month maintenance services and lease contract with a coverage term of November 21, 2017 through November 20, 2018. The cost of the first twelve month term period is \$7,609.75 for maintenance and \$31,967.04 for lease of the production printing equipment. The most recent agreement was authorized by ordinance 2951-2016, passed December 12, 2016, establishing PO044088 for maintenance and PO047398 for lease. The total cost for this ordinance is \$39,576.79.

### **EMERGENCY:**

Emergency action is requested to expedite authorization of this purchase order and contract to initiate services from the supplier at the earliest possible date.

### **FISCAL IMPACT:**

In 2015 and 2016, \$47,980.20 (via Ord. No.'s 2390-2015 and 2951-2016) were legislated both years for leasing of production printing equipment and maintenance services. The total cost for the 2017 first year lease of production printing equipment and maintenance services identified within this ordinance is \$39,576.79. Funds have been budgeted and are available within the Department of Technology, Information Services Division, Information Services Operating Fund to cover this cost..

### **CONTRACT COMPLIANCE:**

Vendor Name: Gordon Flesch Company, Inc.; CC #: 39-0993125; Expiration Date: 11/09/2018  
DAX Vendor Acct. #: 007733

To authorize the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order for the first twelve months of a thirty-six month term lease and maintenance services on production printing equipment with Gordon Flesch Company, Inc., utilizing a State of Ohio DAS Cooperative Contract (STS096/800546); to authorize the expenditure of \$39,576.79 from the Department of Technology, Information Services Division, Information Services Operating Fund; and to declare an emergency (\$39,576.79).

**WHEREAS**, this ordinance authorizes the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Gordon Flesch Company, Inc., utilizing a State of Ohio DAS Cooperative Contract STS096/800546, with an expiration date of February 28, 2019, for the first twelve months of a thirty-six month lease at a cost of \$31,967.04 and maintenance services at a cost of \$7,609.75 on production printing equipment, for the term period November 21, 2017 through November 20, 2018; at a total cost of \$39,576.79; and

**WHEREAS**, the use of these Ohio Department of Administrative Services Cooperative Contracts are authorized by

Ordinance No. 582-87; and

**WHEREAS**, an emergency exist in the usual daily operation of the Department of Technology in that it is immediately necessary to authorize the Director of Finance and Management, on behalf of the Department of Technology, to establish a purchase order with Gordon Flesch Company, Inc., utilizing State of Ohio DAS Cooperative Contract (STS096/800546), for the immediate 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 Finance and Management, on behalf of the Department of Technology, be and is hereby authorized to establish a purchase order with Gordon Flesch Company, Inc., utilizing a State of Ohio DAS Cooperative Contract STS096/800546, with an expiration date of February 28, 2019, for the first twelve months of a 36 month lease at a cost of \$31,967.04 and maintenance services at a cost of \$7,609.75, for the term period November 21, 2017 through November 20, 2018; at a total cost of \$39,576.79.

**SECTION 2:** That the expenditure of \$39,576.79 or so much thereof as may be necessary is hereby authorized to be expended from **(Please see attached 2907-2017 EXP):**

**Dept.: 47| Div.: 47-02|Obj Class: 03 |Main Account: 63260| Fund: 5100|Sub-fund: 510001|Program: IT004|Section 3: 470201 | Section 4: IT05|Section 5: N/A| Amount: \$7,609.75| {Maintenance of equipment}**

**Dept.: 47| Div.: 47-02|Obj Class: 03 |Main Account: 63320| Fund: 5100|Sub-fund: 510001|Program: IT004|Section 3: 470201 | Section 4: IT05 |Section 5: N/A| Amount: \$31,967.04| {Lease of equipment}**

**SECTION 3:** That the City Auditor is authorized to make any changes to revise the funding source for all contracts 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 the use of these Ohio Department of Administrative Services Cooperative Contracts are authorized by Ordinance No. 582-87.

**SECTION 6:** That for the 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.