



Legislation Text

File #: 1092-2018, **Version:** 1

BACKGROUND:

This legislation authorizes the Director of the Department of Technology (DoT) to enter into a contract with Contrado BBH Holdings LLC (dba Bell and Howell, LLC) for maintenance and support for the Enduro Mail Inserter and JetVision envelope transport equipment and software. The original agreement (FL003943) was authorized by ordinance 0079-2008, passed February 25, 2008. The agreement was most recently renewed by authority of ordinance 1379-2017, passed June 5, 2017, through PO071267. This agreement will provide service for the term period August 1, 2018 to July 31, 2019, at a cost of \$29,291.00.

The equipment and software is used to process mailings for DoT's city department customers (Division of Police, City Auditor, Income Tax Division, and Municipal Court). Bell and Howell is the only factory trained and authorized service provider for the Enduro and JetVision systems. There are no third party companies approved by Bell & Howell for equipment sales, installation, software or maintenance services, or upgrades on the Enduro Mail Inserter or JetVision systems as it is proprietary equipment.

Accordingly, Bell & Howell is the sole source of supply for upgrades, maintenance, and support services for this equipment and software. For this reason, this ordinance is being submitted in accordance with the provisions of Sole Source procurement of the City of Columbus Code, Chapter 329.

FISCAL IMPACT:

In the years 2016 and 2017, the Department of Technology expended \$28,500.00 and \$29,291.00, respectively. Funds were budgeted and are available within the Department of Technology, Information Services Division, Information Services Operating Fund. The 2018 cost associated with this service is \$29,291.00.

CONTRACT COMPLIANCE:

Vendor: Contrado BBH Holdings LLC (dba Bell and Howell, LLC); FID#/CC#: 45-0643660; Expiration Date: 5/25/2018 (DAX Vendor Acct.: 015333)

To authorize the Director of the Department of Technology to enter into a contract with Contrado BBH Holdings, LLC (dba Bell & Howell, LLC) for maintenance and support services for the Enduro Mail Inserter and JetVision system in accordance with sole source procurement provisions of the Columbus City Code; and to authorize the expenditure of \$29,291.00 from the Department of Technology, Information Services Division, Information Services Operating Fund. (\$29,291.00)

WHEREAS, it is necessary to authorize the Director of the Department of Technology to enter into a contract with Contrado BBH Holdings, LLC (dba Bell & Howell, LLC) for maintenance and support services for the Enduro Mail Inserter and JetVision system located at the Jerry Hammond Center, with a coverage period of August 1, 2018 through July 31, 2019, in the amount of \$29,291.00; and

WHEREAS, Contrado BBH Holdings, LLC (dba Bell & Howell, LLC) is the manufacturer of both the Enduro Mail Inserter and JetVision system and is the only factory trained and authorized service upgrade provider; therefore, this contract is being submitted in accordance with the sole source provisions of the Columbus City Code; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Technology to authorize the Director of the Department of Technology to enter into a contract with Contrado BBH Holdings, LLC (dba Bell &

Howell, LLC) for maintenance and support for the Enduro Mail Inserter and JetVision envelope transport equipment and software, 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 Director of the Department of Technology is hereby authorized to enter into a contract with Contrado BBH Holdings, LLC (dba Bell & Howell, LLC) for maintenance and support services for the Enduro Mail Inserter and JetVision system in the amount of \$29,291.00, with a coverage period of August 1, 2018 through July 31, 2019.

SECTION 2: That the expenditure of \$29,291.00 or so much thereof as may be necessary be expended from (Please see attachment **1092-2018 EXP**):

Dept.: 47 | Div.: 47-02 | Obj.: Class: 03 | Main Account: 63260 | Fund: 5100 | Sub-fund: 510001 | Program: IT005 |
Section 3: 470201 | Section 4:IT05 | Amount: \$27,149.00

Dept.: 47 | Div.: 47-02 | Obj.: Class: 03 | Main Account: 63946 | Fund: 5100 | Sub-fund: 510001 | Program: IT005 |
Section 3: 470201 | Section 4:IT05 | Amount: \$2,142.00

SECTION 3: That the City Auditor is authorized to make any accounting 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 this contract was established in accordance with the sole source provisions of the Columbus City Code, Chapter 329.

SECTION 6: That this ordinance shall take effect and be in force from and after the earliest period allowed by law.