



City of Columbus

Office of City Clerk
90 West Broad Street
Columbus OH 43215-9015
columbuscitycouncil.org

Legislation Text

File #: 2327-2018, Version: 1

BACKGROUND:

This legislation is to authorize the Director of Finance and Management, on behalf of the Director of the Department of Technology (DoT) to establish a purchase order with Gordon Flesch Company, Inc., utilizing a State of Ohio DAS Cooperative Contract MMA096 Contract Number 800546, with an expiration date of February 28, 2019. It is anticipated that the State will extend the contract beyond the February 28, 2019 date listed. This contract is authorized for the City's use by Ordinance No. 582-27, for the maintenance of Canon production printing equipment and the lease.

The initial contract is for a thirty-six months lease and maintenance on the Canon production printing equipment authorized through ordinance 2907-2017, passed December 4, 2017, which established the first twelve months maintenance and lease through PO119203. The ordinance will authorize the second twelve months for both maintenance and leasing services. The cost of the maintenance on printing equipment is \$7,609.75. The cost for the lease on the printing equipment is \$31,967.04. The coverage term for both is November 21, 2018 through November 20, 2019. The total cost for the 2018 leasing of production printing equipment and maintenance services is \$39,576.79.

DoT requires this equipment to produce payroll, wage and tax statements, income tax letters and forms and police letters and forms.

EMERGENCY:

Emergency action is requested to establish a purchase order at the earliest possible date and continue services from the contractor to avoid any delay in services provided.

FISCAL IMPACT:

In 2016 and 2017, \$47,980.20 and \$39,576.79, respectively, were legislated for maintenance services and leasing of production printing equipment. The total cost for the 2018 leasing of production printing equipment and maintenance services is \$39,576.79. Funds have been budgeted and are available within the Department of Technology, Information Services Division, Information Services Operating Fund.

CONTRACT COMPLIANCE:

Vendor Name: Gordon Flesch Company, Inc.; CC #: 39-0993125; Expiration Date: 8/27/2020
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 second 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; 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, (based on the anticipation that the State will extend the contract beyond the February 28, 2019 contract date listed); and

WHEREAS, this ordinance will authorize the second 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, 2018 through November 20, 2019, 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 exists in the usual daily operation of the Department of Technology in that it is immediately necessary to authorize the Director of Finance and Management, to establish a purchase order with Gordon Flesch Company, Inc., utilizing the State of Ohio DAS Cooperative Contract (STS096/800546), for leasing and maintenance services of the Canon production printing equipment used by the Department of Technology, for the preservation of 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 second twelve months of a 36 month lease at a cost of \$31,967.04 and maintenance services at a cost of \$7,609.75, with a term period of November 21, 2018 through November 20, 2019, at a total cost of \$39,576.79. This contract is based on the anticipation that the State will extend the contract beyond the February 28, 2019 contract date listed above.

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 2327-2018 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 and shall take effect and be in force from and after its passage and approval by the Mayor or ten days after its passage if the Mayor neither approves nor vetoes the same.