



City of Hollywood

Hollywood City Hall
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Hollywood, FL 33020
<http://www.hollywoodfl.org>

Legislation Text

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A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue The Attached Blanket Purchase Order Extending The Agreement Between Mac Papers, Inc. And The City Of Hollywood For The Supply And Desktop Delivery Of Office Copy Paper, Virgin And Recycled, For A Six (6) Month Period, For An Estimated Expenditure Of \$35,000.00

Staff Recommends: Approval of the Attached Resolution.

Explanation:

The City of Hollywood requires an agreement to provide a Copy Paper Supply Program including desktop delivery to all City Departments, Divisions and Offices.

The required commodity had been competitively bid by the State of Florida, Bid Number 645-120-10-1, for its requirements and other government entities within the State, and was awarded to Mac Papers, Inc. of Miami, Florida on March 25, 2010, for an initial three (3) year period with options to renew for three (3) additional one (1) year periods.

On September 13, 2013, via City Manager approval, a Blanket Purchase Order was issued to Mac Papers, Inc. for the Supply and Desktop Delivery of Office Copy Paper, Virgin and Recycled, for an initial one (1) year period, September 13, 2013 through September 12, 2014 with the option to renew for two (2) additional one (1) year periods.

The Blanket Purchase Order was renewed in 2014 and 2015 for one (1) year periods under the authority of the Director of Procurement Services, as the estimated annual expenditures were within his approval threshold.

On September 1, 2015, City staff corrected the blanket purchase order expiration date to coincide with the March 25, 2016 State of Florida's Bid Number 645-120-10-1 contract expiration date.

The State of Florida is in the process of issuing a new bid solicitation as the contract, Bid Number 645-120-10-1, expired on March 25, 2016, and the State and Mac Papers, Inc. have agreed to extend the contract for a period of six (6) months, effective March 25, 2016, which shall terminate on September 25, 2016, or upon the execution of a new contract for copier paper, whichever occurs first.

The copy paper price reflects the governmental price incentives that make the contractual price more advantageous for the City to purchase the copy paper off the State of Florida Contract rather than pursue the present marketplace.

Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.

The City's FY16 blanket purchase order contract expenditure from October 1, 2015 through March 25, 2016 with Mac Papers, Inc. has been approximately \$35,000.00, and the requested six (6) month extension's estimated expenditure of \$35,000.00 has increased the estimated annual dollar amount to an amount in excess of \$50,000.00, which requires City Commission approval.

Mac Papers, Inc. is currently providing the Desktop Delivery of Virgin and Recycled Copy Paper to the City, and their product and performance have been satisfactory.

It is the recommendation of the Contract Compliance Officer that approval be given to issue the attached blanket purchase order extension for a period of six (6) months, effective March 25, 2016, which shall terminate on September 25, 2016, with Mac Papers, Inc. for the Desktop Delivery of Virgin and Recycled Copy Paper, for an estimated expenditure of \$35,000.00.

Award is subject to the City receiving all insurance required and approved by the City's Risk Manager, along with signed statements of Hold Harmless and Indemnity to the City.

Funding for this agreement has been provided in the FY 2016 budget in individual departmental 5101 Office Supplies Accounts and/or individual departmental 4712 Printing and Binding Accounts, and will be budgeted in subsequent fiscal years.

Recommended for inclusion on the agenda by:

Dr. Wazir Ishmael, City Manager

George Keller, Assistant City Manager, Finance & Administration

Mirtha Dziedzic, Interim Director, Financial Services

Paul Bassar, Contract Compliance Officer, Office of the City Manager