



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Purchase of Forms Burster/Imprinter/Output Stacker for Finance Department's Accounting Division (\$13,845.92)

MEETING DATE: November 6, 1996

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council adopt the attached resolution awarding the bid for the purchase of one forms burster/imprinter/output stacker to UARCO, Inc., of Sacramento, in the amount of \$13,845.92.

BACKGROUND INFORMATION: On September 18, 1996, the City Council approved specifications and authorized advertisement for bids for the equipment noted above.

Bid forms were mailed to Moore Business Equipment of Modesto, TAB Products of Sacramento, and UARCO. UARCO was the sole respondent, submitting a proposal in the amount of \$13,845.92.

Following opening of the bid on October 16, staff contacted Moore Business Equipment and TAB regarding their failures to respond. Moore's representative indicated that he had been absent from the office, leaving responsibility for submitting the bid with an associate who failed to follow through. TAB indicated that they had not received the bid package.

A fourth potential supplier, NCR Corporation, did not return phone calls placed earlier to determine level of interest.

Because UARCO was responsive, and because their proposal has been made public, it is staff's recommendation to award the bid to UARCO.

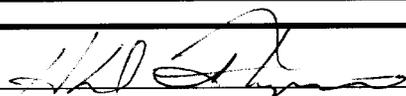
This equipment will replace a Moore unit that is estimated to be over 20 years old. Reliability is declining, and repair costs are exceeding reasonable levels. Replacement at this time is the City's most reasonable option.

FUNDING: 10.0-050.03-501 (1995/96 Carryover): \$15,000


Vicky McAthie, Finance Director

Prepared by Joel Harris, Purchasing Officer

APPROVED: _____


H. Dixon Flynn -- City Manager

RESOLUTION NO. 96-162

A RESOLUTION OF THE LODI CITY COUNCIL
AWARDING THE BID FOR FORMS BURSTER/IMPRINTER/OUTPUT
STACKER FOR FINANCE DEPARTMENT

WHEREAS, in answer to notice duly published in accordance with law and the order of this City Council sealed bids were received and publicly opened on October 16, 1996 at 11:00 a.m. for the Forms Burster/Imprinter/Output Stacker for Finance Department, Accounting Division, described in the specifications therefore approved by the City Council on September 18, 1996; and

WHEREAS, said bids have been compared, checked, and tabulated and a report thereof filed with the City Manager as follows:

<u>Bidder</u>	<u>Bid</u>
Moore Business Equipment, Modesto	\$ No Bid
Tab Products, Sacramento	\$ No Bid
UARCO, Inc., Sacramento	\$13,845.92

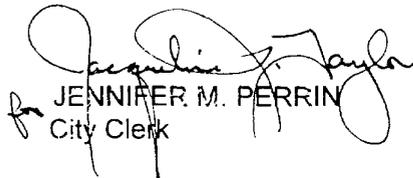
WHEREAS, the City Manager recommends award of the bid for the Forms Burster/Imprinter/Output Stacker for the Finance Department, Accounting Division, be made to the sole bidder, UARCO, Inc., of Sacramento, CA and

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that the award of the contract for the Forms Burster/Imprinter/Output Stacker for the Finance Department, Accounting Division, be and the same is hereby awarded to UARCO, Inc., of Sacramento, CA, the sole bidder, in the amount of \$13,845.92.00.

Dated: November 6, 1996

I hereby certify that Resolution No. 96-162 was passed and adopted by the City Council of the City of Lodi in a regular meeting held November 6, 1996 by the following vote:

- AYES: COUNCIL MEMBERS - Davenport, Mann, Pennino, Sieglock and Warner (Mayor)
- NOES: COUNCIL MEMBERS - None
- ABSENT: COUNCIL MEMBERS - None
- ABSTAIN: COUNCIL MEMBERS - None


 JENNIFER M. PERRIN
 City Clerk