



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Adopt a resolution approving City of Lodi participation in the State of California office supplies contract

MEETING DATE: May 15, 2002

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council adopt a resolution authorizing the City to purchase office supplies under terms of the contract between the State of California and its office supplies contractor, Boise Cascade Office Products of Sacramento.

BACKGROUND INFORMATION: In July, 1992, the City Council adopted Resolution 92-119 authorizing the City to participate in an office supplies contract between the County of San Joaquin and Eastman, Inc. (now Office Depot, Sacramento). Last year, the City Council adopted Resolution 2001-15 authorizing the City's participation in an office supplies contract between the County of Sacramento and Corporate Express. Together, the two contracts have provided the City with pricing in the range of 35% - 70% off list for most office supplies.

In April, 2001, the State of California's Procurement Division awarded contract #1-01-75-55 for purchase of office supplies from Boise Cascade. The award was a result of Bid #IFB DGS-0025. Part of the contract stipulates that "terms, conditions, and pricing of the contract are available to other political entities within California". The bid evaluation shows Boise Cascade pricing on their "Office Products Cooperative Price Agreement" to be 42% - 63% below list on over 82,000 contract items. With annual expenditures for office supplies exceeding \$100,000 staff believes that the improved discount rate of 42% under Boise Cascade will affect a substantial number of contract items, resulting in additional savings for the City.

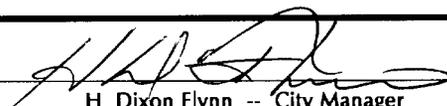
Staff expects to continue to use Office Depot and Corporate Express contracts on those items where it is most advantageous to do so. Concurrently, the City would take advantage of the State of California contract pricing with Boise Cascade, under authorization provided by this resolution, on the items where the City would derive the greatest benefit. All three companies offer on-line ordering, next-day delivery, and comprehensive reporting of order activity.

FUNDING: None required to implement; individual departments budget for office supplies.


Vicky McAthie, Finance Director

Prepared by Sherry Sasaki, Purchasing Technician

APPROVED: _____


H. Dixon Flynn -- City Manager

RESOLUTION NO. 2002-93

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING
CITY OF LODI PARTICIPATION IN THE STATE OF
CALIFORNIA OFFICE SUPPLIES CONTRACT

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WHEREAS, in July 1992, the City Council adopted Resolution No. 92-119 authorizing the City of Lodi to participate in an office supplies contract between the County of San Joaquin and Eastman, Inc., which is now Office Depot, Sacramento; and

WHEREAS, in 2001, the City Council adopted Resolution No. 2001-15 authorizing the City's participation in an office supplies contract between the County of Sacramento and Corporate Express, thus providing the City with savings of 35%-70% off list for most office supplies; and

WHEREAS, in April 2001, the State of California's Procurement Division awarded contract No.1-01-75-55 for purchase of office supplies from Boise Cascade, which pricing is available to other political entities within California, with a savings of 42%-63% below list on over 82,000 contract items; and

WHEREAS, staff believes that the improved discount rate of 42% under Boise Cascade will affect a substantial number of contract items, resulting in additional savings for the City.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve City of Lodi participation in the State of California office supplies contract with Boise Cascade Office Products, of Sacramento, California.

Dated: May 15, 2002

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I hereby certify that Resolution No. 2002-93 was passed and adopted by the City Council of the City of Lodi in a regular meeting held May 15, 2002, by the following vote:

- AYES: COUNCIL MEMBERS – Howard, Land, Nakanishi, and Mayor Pennino
- NOES: COUNCIL MEMBERS – None
- ABSENT: COUNCIL MEMBERS – Hitchcock
- ABSTAIN: COUNCIL MEMBERS – None


SUSAN J. BLACKSTON
City Clerk