

6

CITY COUNCIL MEETING  
DECEMBER 2, 1987

PURCHASE OF STOCK  
COMPUTER PAPER  
APPROVED

RES. NO. 87-161  
CC-47

Council adopted Resolution No. 87-161 allowing the City to purchase stock computer paper from Moore Business Forms, under an agreement with the County of San Joaquin.

Under the terms of the agreement between the County of San Joaquin and Moore Business Forms, prices, terms and conditions of the agreement are extended to municipalities within the County who wish to participate. Under City Code No. 3.20.040 the City may, with Council approval, authorize any agency to contract for specific supplies, provided that such contract conforms with the City's bidding procedures. The term of the contract is November 1, 1987 to October 31, 1988. Estimated savings to the City for this period is \$500.00.

# COUNCIL COMMUNICATION

TO: THE CITY COUNCIL

FROM: THE CITY MANAGER'S OFFICE

COUNCIL MEETING DATE

December 2, 1987

NO.

SUBJECT:

PURCHASE OF STOCK COMPUTER PAPER

RECOMMENDED ACTION: That the City Council adopt a resolution to allow the City to purchase stock computer paper from Moore Business Forms, under an agreement with the County of San Joaquin.

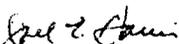
BACKGROUND INFORMATION: Under the terms of the agreement between the County of San Joaquin and Moore Business Forms, prices, terms and conditions of the agreement are extended to municipalities within the County who wish to participate.

Under City Code No. 3.20.04C we may, with Council approval, authorize any agency to contract for specific supplies, provided that such contract conforms with the City's bidding procedures.

A copy of the County's bid package is attached. The County's bid procedure was in conformity with City Code, and the City meets the requirements for participation as set forth in the agreement's "General Requirements, Item 1.10."

The term of the contract is November 1, 1987 to October 31, 1988.

Estimated savings to the City for this period is \$500.00.

  
\_\_\_\_\_  
Joel E. Harris  
Purchasing Officer

Attach.



COUNTY OF SAN JOAQUIN  
PURCHASING DEPARTMENT  
222 E. Weber, Rm 575 - Phone 944-2404  
STOCKTON, CALIFORNIA 95202

**PRICE REQUEST**  
**THIS IS NOT AN ORDER**

MARK QUOTATION No. 4381  
ON BID ENVELOPE  
REQUISITION No. \_\_\_\_\_  
DATE 10/7/87

Quotations will be opened on October 26, 1987 For Delivery to: Various County Locations  
at 2:00 p.m.

Moore Business Forms  
P.O. Box 7156  
Stockton, CA 95201

For additional information contact Larry Coon Phone 209/944-2404

ITEM NO.	QUANTITY	SUPPLIES OR SERVICES	UNIT PRICE	UNIT	AMOUNT
		<p>ALL QUOTATIONS SHALL BE F.O.B. DESTINATION</p> <p>The County of San Joaquin is requesting bids for its requirements of stock computer paper to be furnished as needed for the period of November 1, 1987 to October 31, 1988.</p> <p><u>B I D S U M M A R Y</u></p> <p>Miscellaneous Computer Paper.</p> <p>Enter total of items bid: \$ <u>64,041.80</u></p>			

No charge for packaging, drayage or for any other purpose will be allowed over and above the price quoted on this sheet. The right is reserved to accept or reject quotations on each item separately or as a whole. Special brands, when named, are only to indicate the standard of quality desired. Firms may quote on their equal. Offerings on other brands, if their equal, will be considered, and brands or descriptions of the equal must be plainly stated. The Purchasing Agent reserves the right to reject any and all bids, to waive any informalities or irregularities in the bid and to be the sole judge of the suitability of the product offered.

The undersigned offers and agrees to furnish any or all of the items upon which prices are quoted hereon, at the price set opposite each item and delivered at the designated point(s) specified in the above request.

DELIVERY WILL BE MADE IN 5 DAYS FROM RECEIPT OF ORDER, EXCEPT AS OTHERWISE INDICATED.

DISCOUNT TERMS:

Net 30 days

ADDRESS: P. O. Box 5005  
City Visalia STATE Cal. ZIP 93278  
TELEPHONE: (800) 237-0601

DATE 10-23-87  
SIGNED Moore Business Forms, Inc.  
FIRM: \_\_\_\_\_  
BY: [Signature]

## GENERAL REQUIREMENTS

### 1.1 Deliveries:

Deliveries will be on an as scheduled basis or within 5 working days after receipt of a contract release.

### 1.2 Pricing:

Prices will be firm for the period of the contract.

### 1.3 Additional Items:

Additional items not mentioned on the bidding sheet may be added at contract established price levels.

### 1.4 Freight:

All items will be priced F.O.B. Destination with full freight allowed.

### 1.5 Renewal:

Contract may be renewed for one additional year by mutual consent with no change in prices, terms, or conditions.

### 1.6 Quantities:

Quantities shown on the bidding schedule are approximate and the County guarantees no minimum amount. The County reserves the right to increase or decrease quantities.

### 1.7 Bid Evaluation:

Bids will be evaluated based on estimated quantities, sizes and quality of products shown on bidding schedule. Award will be on an all-or-none basis.

### 1.8 Invoicing:

All invoices shall be mailed to:

San Joaquin County Purchasing  
222 E. Weber Ave., Rm. 675  
Stockton, CA. 95202

(LCGR1)

## GENERAL REQUIREMENTS

(continued)

### 1.9 Alternates:

The County reserves the right to permit deviations from the specifications if an article offered is substantially in accord with the specifications and is deemed by the County to be satisfactory for its intended use as an article fully meeting specifications. The County will be the sole judge in the determination of acceptable deviations.

Unless exceptions are noted by Bidder, the article offered will be assumed to be in accord with specifications.

Alternate offers are to be supported by literature which fully describes products offered.

### 1.10 Participation:

Bidder agrees to extend prices, terms and conditions to other political subdivisions, municipalities and tax-supported agencies within San Joaquin County.

Such participating agencies shall make purchases in their own name, make payment directly to Bidder, and be liable directly to Bidder, holding the County of San Joaquin harmless.

Such participating governmental bodies shall not have in force any other agreement for like purchases, nor shall it have under consideration for award any other bids or quotations for like purchases.

(LCGR2)

RESOLUTION NO. 87-161

RESOLUTION APPROVING PURCHASE OF STOCK COMPUTER PAPER FROM MOORE BUSINESS FORMS, UNDER AN AGREEMENT WITH THE COUNTY OF SAN JOAQUIN

RESOLVED, that the City Council of the City of Lodi does hereby authorize the purchasing of stock computer paper from Moore Business Forms, under an agreement with the County of San Joaquin.

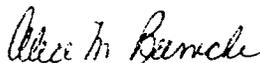
Dated: December 2, 1987

I hereby certify that Resolution No. 87-161 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 2, 1987 by the following vote:

Ayes: Council Members - Hinchman, Pinkerton, Reid, Snider and Olson (Mayor)

Noes: Council Members - None

Absent: Council Members - None

  
Alice M. Reimche  
City Clerk