



Purchasing Summary

EVENT # 3272	TITLE: Microfilm Services	COST: \$60,240.00
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TYPE OF PROCUREMENT: BID	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>
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CONTRACT TERM (IF APPLICABLE)
January 4, 2018 through December 31, 2018

M/WBE (IF APPLICABLE)
N/A

MATRIX (IF APPLICABLE)
N/A

NOTES

Recommend approval to renew an annual contract for microfilm services with Tameran Graphic Systems in the amount of \$60,240.00. The microfilm services will be used by the Development Services Department for records management.

Bids were originally received April 1, 2014. The contract was originally awarded by Council on May 29, 2014. This is the third of three renewal options available. Delivery: As requested. Terms: Net 30 days.

The bidders were:

L.B. Tameran Graphic Systems (Solon, OH) ^(D)	\$60,240.00
The DRS Group (New York, NY) ^(D)	\$94,120.00

A pre-bid conference was not conducted as this is an annual contract renewal. (D) Indicates non-local, non-minority owned business. Recommend approval.

Local Available: Yes
MWBE Available: Yes
Total Sent: 71
MWBE Sent: 10
Total Received: 2
MWBE Received: 0
Vendor federally disbarred or suspended? No