

CITY OF OAKLAND

Agenda Report

OFFICE OF THE CITY CLERK
OF OAKLAND
2005 SEP 14 PM 1:03

TO: Office of the City Administrator
ATTN.: Deborah A. Edgerly
FROM: Finance and Management Agency
DATE: September 27, 2005

RE: A RESOLUTION AMENDING THE CONTRACT AWARDED TO GIVE SOMETHING BACK FOR LASER PRINTER TONER CARTRIDGES AND RECYCLED CONTENT, DIOXIN-FREE PAPER AUTHORIZED BY COUNCIL RESOLUTION NO. 78749 C.M.S., DATED JULY 20, 2004, FROM A NOT TO EXCEED AMOUNT OF \$60,000 PER YEAR TO A NEW NOT TO EXCEED AMOUNT OF \$500,000 PER YEAR.

SUMMARY

A resolution has been prepared to amend the contract awarded to *Give Something Back*, a local business enterprise, for furnishing laser printer toner cartridges and dioxin-free recycled content paper authorized by Council Resolution No. 78749 C.M.S., dated July 20, 2004 from a not to exceed amount of \$60,000 per year to a new not to exceed amount of \$500,000 per year in accordance with Specification No. 07-615-00-01.

FISCAL IMPACT

The total amount of this contract will not exceed the combined annual budget for office supplies of all City agencies and departments. Purchases from this contract will be made by various City agencies and departments, as needed. Based on the current usage pattern, staff projects that this increased contract amount is required to meet the demands of the City throughout the life of the contract.

BACKGROUND

On July 13, 2004, staff presented an award recommendation to the Finance and Management Committee to award contracts for office supplies, paper and toner cartridges for a not to exceed amount of \$1,100,000. Staff explained that the estimated quantities used to bid this requirement were for evaluation purposes only, but the requested contract authorization was based on historic usage. The Committee approved and forwarded the award recommendation but reduced the contract limits based on the amount of the bids submitted.

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Finance and Management Committee
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KEY ISSUES AND IMPACTS

This is a City-wide contract. The increased contract limit is based on the available budget for all City agencies and departments, and will not allow or authorize any agency or department to spend funds not previously approved and appropriated by Council. This contract amendment is required to continue the uninterrupted day-to-day operations of the City. Give Something Back has agreed to meet the increased demand of the City.

SUSTAINABLE OPPORTUNITIES

ECONOMIC: Give Something Back has a valid City of Oakland business tax license. The Purchasing Section estimates that this contract will produce approximately \$2,500 in business tax revenues.

SOCIAL EQUITY: Give Something Back has donated 92 percent of after tax profits to local charities in the last two years. Support of charitable organizations helps provide a better quality of life for many City of Oakland residents.

ENVIRONMENTAL: The products provided by Give Something Back include environmentally preferred "green" products. These include Dioxin-free, recycled content paper and recyclable printer toner cartridges.

DISABILITY AND SENIOR CITIZEN ACCESS

None


RECOMMENDATION (S) AND RATIONALE

Staff recommends that the City Council approve the resolution authorizing an amendment to increase the contract awarded to Give Something Back, a local business enterprise, authorized by Council Resolution No. 78749 C.M.S., dated July 20, 2004 to a new not to exceed amount of \$500,000 per year for the two year period in accordance with Specification No. 07-615-00-01 and the terms and conditions therefor.

ACTION REQUESTED OF THE CITY COUNCIL

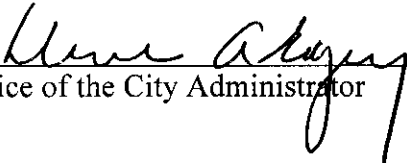
Staff requests that the City Council approve the Resolution amending the contract to Give Something Back.

Respectfully submitted,


WILLIAM E. NOLAND
Director, Finance and Management Agency

Prepared by: JIMMIE D. JACKSON
Purchasing Supervisor

APPROVED FOR FORWARDING TO THE
FINANCE AND MANAGEMENT COMMITTEE


Office of the City Administrator

OFFICE OF THE CITY CLERK
OAKLAND

Approved as to Form and Legality
[Signature]
Oakland City Attorney's Office

2005 SEP 14 PM 1:08 OAKLAND CITY COUNCIL

Resolution No. _____ C.M.S.

Introduced by Councilmember _____

A RESOLUTION AMENDING THE CONTRACT AWARDED TO GIVE SOMETHING BACK FOR LASER PRINTER TONER CARTRIDGES AND RECYCLED CONTENT DIOXIN-FREE PAPER AUTHORIZED BY COUNCIL RESOLUTION NO. 78749 C.M.S., DATED JULY 20, 2004, FROM A NOT TO EXCEED AMOUNT OF \$60,000 PER YEAR TO A NEW NOT TO EXCEED AMOUNT OF \$500,000 PER YEAR

[Handwritten initials]

WHEREAS, City Council authorized the award of a contract to Give Something Back for toner cartridges and recycled content dioxin free paper and,

WHEREAS, the contract awarded to Give Something Back for laser printer toner cartridges and recycled content dioxin free paper is expected to exceed the contract limit, now therefore be it

RESOLVED, that the City Council authorize an amendment to the contract to increase the contract limit to a new not to exceed amount of \$500,000 per year in accordance with Specification No. 07-615-00-00 01 and the General Conditions therefor on file in the Purchasing Section, according to their bids filed with the City Clerk on November 17, 2003, and be it

FURTHER RESOLVED, that the Office of the City Attorney will approve the contract as to form and legality and a copy will be on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2005

PASSED BY THE FOLLOWING VOTE:

AYES - BRUNNER, KERNIGHAN, NADEL, QUAN, BROOKS, REID, CHANG, AND
PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ABSTENTION -

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California