

330
3/24/15

(R-2015-417)
COR.COPY.2

RESOLUTION NUMBER R- 309572

DATE OF FINAL PASSAGE MAR 27 2015

A RESOLUTION OF THE COUNCIL OF THE CITY OF
SAN DIEGO APPROVING AN AWARD OF A FIVE YEAR
CONTRACT FOR MICROFILM/IMAGING SERVICES TO
WESTERN MICROGRAPHICS FOR THE DEVELOPMENT
SERVICES DEPARTMENT.

WHEREAS, the Development Services Department (DSD) is required to image documents and records associated with or resulting from the building and development process within the City of San Diego, including document preparation, scanning, microfilming, indexing and aperture card creation; and

WHEREAS, documents and records include project documents, plans, permits, soils reports, survey notes and Mylar "as built" maps estimated at 400,000 or more imaged and filmed pages annually; and

WHEREAS, DSD is required to maintained these records for public record purposes and the volume is such that they must be imaged, as there is not enough storage available to retain all the hard copies; and

WHEREAS, these records are used for historical information purposes and to allow access by the City and Public; and

WHEREAS, DSD uses an outside contractor to provide imaging and microfilming services; and

WHEREAS, Purchasing and Contracting recently conducted a solicitation and one vendor submitted a proposal; and

WHEREAS, upon review of the evaluation committee, Western Micrographics was selected as the only bidder for this contract solicitation; and

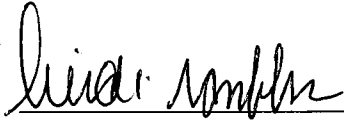
WHEREAS, DSD charges a fee to recover the costs of providing these services; NOW,
THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego, as follows:

1. That the Council approves and awards a contract with Western Micrographics for microfilm and imaging services for Development Services Department building and construction records for a period of one year with options to extend the term for four increments of one year each for a total of four years beyond the expiration of the initial one year term.

2. That the Council authorizes the Chief Financial Officer to expend an amount not to exceed \$1,120,392.00 per year for a total not to exceed \$5,601,960.00 over the five year term of the contract, contingent upon Council approval of the Fiscal Year 2016 and future years Appropriations Ordinance and City Comptroller certifying funds are available.

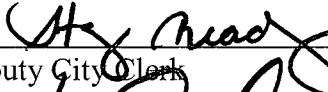
APPROVED: JAN I. GOLDSMITH, City Attorney

By 
for Shannon M. Thomas
Deputy City Attorney

SMT:als
2/24/2015
3/19/2015 Cor. Copy
3/25/2015 Cor.Copy 2
Or.Dept:DSD
CC No.: 3000007522
Doc. No.: 954213_3

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of MAR 24 2015

ELIZABETH S. MALAND
City Clerk

By 
Deputy City Clerk

Approved: 3/27/15
(date)


KEVIN L. FAULCONER, Mayor

Vetoed: _____
(date)

KEVIN L. FAULCONER, Mayor

Revised (II)
 March 19th 2015
 HHH.

The City of San Diego
 COMPTROLLER'S CERTIFICATE

CERTIFICATE OF UNALLOTTED BALANCE

ORIGINATING CC 3000007522
 DEPT. NO. 1611

I HEREBY CERTIFY that the money required for the allotment of funds for the purpose set forth in the foregoing resolution is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unallotted.

Amount: _____

Purpose: _____

Date: _____ By: _____

COMPTROLLER'S DEPARTMENT

ACCOUNTING DATA									
Doc. Item	Fund	Funded Program	Internal Order	Functional Area	G/L Account	Business Area	Cost Center	WBS	Original Amount
TOTAL AMOUNT									

FUND OVERRIDE

CERTIFICATION OF UNENCUMBERED BALANCE

I HEREBY CERTIFY that the indebtedness and obligation to be incurred by the contract or agreement authorized by the hereto attached resolution, can be incurred without the violation of any of the provisions of the Charter of the City of San Diego; and I do hereby further certify, in conformity with the requirements of the Charter of the City of San Diego, that sufficient moneys have been appropriated for the purpose of said contract, that sufficient moneys to meet the obligations of said contract are actually in the Treasury, or are anticipated to come into the Treasury, to the credit of the appropriation from which the same are to be drawn, and that the said money now actually in the Treasury, together with the moneys anticipated to come into the Treasury, to the credit of said appropriation, are otherwise unencumbered.

Not to Exceed: \$1,120,392.00

Vendor: Western Micrographics

Purpose: Estimate Yearly Cost for Services with Western Micrographics for Imaging Services

Date: January 14, 2015 updated March 19, 2015

By: Holly Hernandez
 COMPTROLLER'S DEPARTMENT

ACCOUNTING DATA									
Doc. Item	Fund	Funded Program	Internal Order	Functional Area	G/L Account	Business Area	Cost Center	WBS	Original Amount
01	700036			OTHR-00000000-DS	512059	1611	1611000015		\$1,120,392.00
TOTAL AMOUNT									\$1,120,392.00

Passed by the Council of The City of San Diego on MAR 24 2015, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Sherr Lightner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gloria	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marti Emerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage MAR 27 2015

(Please note: When a resolution is approved by the Mayor, the date of final passage is the date the approved resolution was returned to the Office of the City Clerk.)

AUTHENTICATED BY:

KEVIN L. FAULCONER
Mayor of The City of San Diego, California.

ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.

(Seal)

By Sty Ready, Deputy

Office of the City Clerk, San Diego, California
Resolution Number R- 309572