



PUBLIC HEARING AGENDA ITEM

DATE OF PUBLIC HEARING: January 15, 2019
SUBJECT: Countywide Office Supplies
FROM: Raymond H. Gonzales, County Manager Alisha Reis, Deputy County Manager Benjamin Dahlman, Finance Director Kim Roland, Procurement and Contracts Manager
HEARD AT STUDY SESSION ON: N/A
AUTHORIZATION TO MOVE FORWARD: <input type="checkbox"/> YES <input type="checkbox"/> NO
RECOMMENDED ACTION: That the Board of County Commissioners approves Amendment Three to extend the agreement with EON Enterprises, Inc., for Countywide general office supplies, paper, and toner.

BACKGROUND:

In June 2016, the Board of County Commissioners approved an agreement with EON Enterprises, Inc., (d/b/a EON Office) for office supplies based upon the cooperative award from the Colorado State Government (State).

The State has decided to utilize the National Association of State Procurement Officers (NASPO) ValuePoint agreement instead of going out to bid. After a thorough review it was determined that the NASPO agreement would be more costly to the County. While the Procurement and Contracts Division processes a new solicitation, EON Office has offered to hold prices from the 2018 State Pricing Agreement, with the exception of copy paper which will have a slight increase from \$30.10 to \$31.75 per case, through December 31, 2019, or until a new solicitation has been completed.

Staff is pleased with the products and services received by EON Office and recommends approving Amendment Three to extend the pricing agreement through December 31, 2019, with an estimated annual amount of \$420,000.00, based upon 2018 spend.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

All Offices and Departments

ATTACHED DOCUMENTS:

Resolution

FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

Fund: all**Cost Center:** multiple

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7240		\$3,046,964
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			\$3,046,964

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☐ NO

Additional Note:

Elected Office and Departmental budgets for office supplies are determined individually. Supplies will be ordered on an as needed basis by administrative staff and paid via purchase card. Exact expenditure amounts are unknown at this time.

Current Budgeted Operating Expenditure is for Operating Supplies county-wide. Office supplies are only a portion of this budget that is approved for 2019.