Agenda Item No.: **25.**

AGENDA SUMMARY PAGE

CITY COUNCIL MEETING OF: DECEMBER 6, 2006

DEPARTMENT: FINANCE AND BUSINESS SERVICES
DIRECTOR: MARK R. VINCENT

☒ **Consent** ☐ **Discussion**

SUBJECT:
Approval of Revision to Purchase Order No. 225001 for Annual Requirements Contract for Office Supplies - All Departments - Award recommended to: CORPORATE EXPRESS ($300,000 - General Fund)

Fiscal Impact

☐ **No Impact** ☐ **Augmentation Required**

☐ **Budget Funds Available**

Amount: $300,000
Funding Source: General Fund
Dept./Division: All Departments

PURPOSE/BACKGROUND:
On January 21, 2004 City Council approve award of Bid No. 040083-TG to Corporate Express for office supplies including paper products from date of award through December 31, 2004 with four one-year options to renew in the estimated annual amount of $1,000,000. Due to an increase in requirements citywide, an addition of $300,000 is requested for a revised estimated annual amount of $1,300,000.

PCC: B. Colin
POC: Susan Slane (702) 932-8002

RECOMMENDATION:
That City Council approve the issuance of a Revision to Purchase Order No. 225001 to Corporate Express in the amount of $300,000 for a revised total estimated annual amount of $1,300,000.

BACKUP DOCUMENTATION:
None

Motion made by GARY REESE to Approve Items 11 through 42 as recommended

Passed For: 5; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 2
LAWRENCE WEEKLY, LOIS TARKANIAN, STEVE WOLFSON, OSCAR B. GOODMAN, GARY REESE; (Against-None); (Abstain-None); (Did Not Vote-None); (Excused-LARRY BROWN, STEVEN D. ROSS)