



AGENDA ITEM SUMMARY FORM

FILE ID: 07-01292

Date: 10/4/2007

Requesting Department: Purchasing-Citywide

Commission Meeting Date: 11/9/2007

District Impacted: _____

Type: Resolution Ordinance Emergency Ordinance Discussion Item

Other _____

Subject: Commercial Records Management Services - Citywide, Bid 04-05-033

Purpose of Item:

The purpose of this item is to respectfully recommend for the Miami City Commission to authorize the assignment of Commercial Records Management Services - Citywide, Bid 04-05-033 from ArchivesOne of 1220 SW 35 Ave., Boyton Beach, FL 33426 to Iron Mountain, 745 Atlantic Ave., Boston, MA 02111.

Background Information:

The Purchasing Department received notice from Iron Mountain of 745 Atlantic Ave., Boston, MA 02111, that it has acquired in full, all assets of ArchivesOne and accepts all contractual and pricing agreements established with the City of Miami for the balance of the contract term through August 4, 2008 and one additional one-year option expiring August 4, 2009. Accordingly, an assignment of the contract is being requested pursuant to Section 1.6 and 1.73, Assignment, of Bid Contract No. 04-05-033.

Budget Impact Analysis

NO Is this item related to revenue?

YES Is this item an expenditure? If so, please identify funding source below.

General Account No: _____

Special Revenue Account No: _____

CIP Project No: _____

NO Is this item funded by Homeland Defense/Neighborhood Improvement Bonds?

Start Up Capital Cost: _____

Maintenance Cost: _____

Total Fiscal Impact: _____

Final Approvals
(SIGN AND DATE)

CIP _____ Budget _____
If using or receiving capital funds

Grants _____ Risk Management _____

Purchasing [Signature] 10/12/07 Dept. Director _____

Chief [Signature] 10/13/07 City Manager _____

