

RESOLUTION NO. 1993-165

**AUTHORIZING A CONTRACT WITH ANDREWS RECORDS MANAGEMENT, INC. TO PROVIDE OFF-SITE RECORDS STORAGE, AS REQUIRED, FOR A PERIOD OF THREE (3) YEARS FOR AN AMOUNT NOT TO EXCEED \$150,000.00 WITH AN OPTION FOR AN ADDITIONAL EIGHTEEN (18) MONTHS (GENERAL FUND - EXECUTIVE DEPARTMENT BUDGET).**

WHEREAS, the proposal of Andrews Records Management, Inc. of Ohio, located at One Andrews Circle, Cleveland, Ohio 44141, to provide off-site record storage and services to the Authority for a period of three (3) years, with an option by the Authority for an additional eighteen (18) month period was received on June 16, 1993; and

WHEREAS, negotiations with Andrews Records Management, Inc. resulted in an offer on a fixed unit price basis not to exceed one hundred fifty thousand & 00/100 dollars (\$150,000.00) for the three year base period of the contract; and

WHEREAS, the General Manager deems the offer of Andrews Records Management, Inc. as modified through negotiations to be most advantageous to the Authority, price and all other factors considered, and therefore recommends the same for acceptance by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the negotiated offer of Andrews Records Management, Inc. be and is hereby accepted as the most advantageous to the Authority, price and other factors considered, to provide off-site record storage and services for a period of three (3) years with an option by the Authority for an additional eighteen (18) month period.

Section 2. That the General Manager of the Authority be and he is hereby authorized to enter into a contract with Andrews Records Management, Inc. for the furnishing of off-site record storage and services for a period of three (3) years with an option by the Authority for an additional eighteen (18) month period.

Section 3. That said contract shall incorporate and be consistent with the proposal dated June 16, 1993 and subsequent negotiations.

Section 4. That said contract shall be payable out of the General Fund in an amount not to exceed one hundred fifty thousand & 00/100 dollars (\$150,000.00).

Section 5. That said contract shall be binding upon and an obligation of the Authority contingent upon funding for future years; compliance by the contractor to the negotiated scope of work and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 1993-88; bonding and insurance requirements and all applicable laws relating to the contractual obligations of the Authority.

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Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: October 26, 1993



President

Attest:



General Manager/Secretary-Treasurer